

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

November 6, 2025

[REDACTED]
HOLCOMB ASSOCIATES INC
[REDACTED]
[REDACTED]

RE: HOLCOMB BEHAVIORAL HEALTH
SYSTEMS
1021 CHERRY TREE ROAD
ASTON, PA, 19014
LICENSE/COC#: 10693

[REDACTED],

As a result of the Pennsylvania Department of Human Services, Bureau of Human Service Licensing review on 08/27/2025, 08/29/2025 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: HOLCOMB BEHAVIORAL HEALTH SYSTEMS **License #:** 10693 **License Expiration:** 01/04/2026

Address: 1021 CHERRY TREE ROAD, ASTON, PA 19014

County: DELAWARE **Region:** SOUTHEAST

Administrator

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

Legal Entity

Name: HOLCOMB ASSOCIATES INC

Address: [REDACTED]

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

Certificate(s) of Occupancy

Type: C-3 SP **Date:** 12/06/1999 **Issued By:** Commonwealth of Pennsylvania, L&I

Staffing Hours

Resident Support Staff: 0 **Total Daily Staff:** 9 **Waking Staff:** 7

Inspection Information

Type: Partial **Notice:** Unannounced **BHA Docket #:**

Reason: Incident **Exit Conference Date:** 08/29/2025

Inspection Dates and Department Representative

08/27/2025 - On-Site: [REDACTED]

08/29/2025 - Off-Site: [REDACTED]

Resident Demographic Data as of Inspection Dates

General Information

License Capacity: 8 **Residents Served:** 8

Secured Dementia Care Unit

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

Hospice

Current Residents: na

Number of Residents Who:

Receive Supplemental Security Income: 7 **Are 60 Years of Age or Older:** 3

Diagnosed with Mental Illness: 8 **Diagnosed with Intellectual Disability:** 2

Have Mobility Need: 1 **Have Physical Disability:** 0

Inspections / Reviews

08/27/2025 Partial

Lead Inspector: [REDACTED] **Follow-Up Type:** POC Submission **Follow-Up Date:** 10/10/2025

Inspections / Reviews *(continued)*

10/20/2025 POC Submission

Submitted By: [REDACTED]

Date Submitted: 10/30/2025

Reviewer: [REDACTED]

Follow Up Type: Document Submission Follow Up Date: 10/30/2025

11/06/2025 Document Submission

Submitted By: [REDACTED]

Date Submitted: 10/30/2025

Reviewer: [REDACTED]

Follow Up Type: Not Required

20b8 - Quarterly Account

2. Requirements

2600.

20.b. If the home provides assistance with financial management or holds resident funds, the following requirements apply:

- 8. The home shall give the resident and the resident's designated person, an itemized account of financial transactions made on the resident's behalf on a quarterly basis.

Description of Violation

The home is not providing the resident, or the resident's designated person, an itemized account of financial transactions made on the resident's behalf on a quarterly basis.

Plan of Correction

Accept [redacted] - 10/14/2025)

In order to take prompt corrective action, Aston House Administrator KN & Staff Supervisor, CA met on 9/1/25 to review regulation requirements for quarterly financial summary completion and submission to both residents and their designees. Administrator KN and supervisor, CA then met again on 9/30/25 to review financial transactions complete quarterly itemizations of all financial transactions made on each resident's behalf for July, August and September of 2025 . All quarterly financial summaries will be given to both residents and their designated payees by 10/10/25. . Moving forward the Administrator and the Staff Supervisor will meet again within 7 days following the last day of the quarter to review financial transactions and complete quarterly summaries for all residents. The quarterly summaries will be given to both residents and their designated payees by the 10th of the month following the quarter's close. The Administrator will notify the Residential Manager and Regional Director by email once the financial summaries are given to the residents, and the Regional Manager will complete an internal audit of the financial records in October 2025 and January 2026 ensure full compliance with the policy, and then complete an internal audit of the financial records bi-annually starting in April 2026. Please see attached.

Licensee's Proposed Overall Completion Date: 10/10/2025

Implemented [redacted] - 11/06/2025)

42b - Abuse

3. Requirements

2600.

42.b. A resident may not be neglected, intimidated, physically or verbally abused, mistreated, subjected to corporal punishment or disciplined in any way.

Description of Violation

On [redacted] the home reported to the Department that the Administrator was documenting the August rent checks and discovered three resident's rent checks and a check for a resident's monthly spending allowance, were missing. Details about the checks are below;

- Resident [redacted] had two checks from their representative payee; the August rent check made payable to HOLCOMB BEHVL HLTH SYS. dated [redacted] cashed on [redacted]. The second made payable directly to resident [redacted] also dated [redacted], cashed on [redacted].
- Resident [redacted] August rent check made payable to HOLCOMB BEHVL HLTH SYS. dated [redacted], cashed on [redacted].
- Resident [redacted] August rent check made payable to Holcomb Assocs., dated [redacted], cashed on [redacted].

Resident [redacted] stated they had handed the August rent check directly to staff member A, the Administrator on Monday [redacted]. The administrator does not recall this interaction.

42b - Abuse (continued)

The home is being cited for financial exploitation as the checks were made payable to the home and at least one was handed directly to staff.

Plan of Correction

Directed [REDACTED] - 10/20/2025)

Mental Health Partnership (MHP) acts as the rep payee for two individuals. The remaining individual has a private rep payee (parent). All rent checks are made out directly to Holcomb/Chimes as the housing provider. The payment goes directly from the rep payee to the housing provider. All rent checks are handled this way and are not the responsibility of the individual to cash and then reissue a check to Holcomb/Chimes. The missing checks impacted Holcomb/Chimes but not the individuals as there were no fees associated with the missing payments nor was their housing in jeopardy.

The remaining check for the spending money was made out directly to the individual from their rep payee. The investigation by Holcomb/Chimes confirmed that the check was deposited into an account where it remains. and Fraud claims have been submitted by MHP and Holcomb/Chimes. This investigation is ongoing, and Holcomb/Chimes will continue to follow up. The check amount was reimbursed to the individual by Holcomb/Chimes. In the interim, the Holcomb/Chimes covered all requests for spending money.

The individual reported handing the check to the staff. We were unable to corroborate the residents report. The staff did not confirm that they received the check. No documentation exists to confirm the check was given to the staff directly.

Individuals at Aston House receive assistance with tasks like banking. The individuals can choose to ask the staff to hold onto their checks which should not constitute financial exploitation.

Directed Plan of Correction [REDACTED] 10/20/25):

1. In addition to the steps noted in the submitted Plan of Correction the administrator will review all residents monthly financial statements, to ensure all payments and reimbursements have been recorded, starting immediately.
2. The administrator will conduct a training on financial abuse to all staff members within the next 15 days. Sign in sheets will be maintained for the Departments review.

Proposed Overall Completion Date: 10/10/2025

Directed Completion Date: 10/10/2025

Implemented [REDACTED] - 11/06/2025)

223b - Service Procedures

4. Requirements

2600.

223.b. The home shall develop written procedures for the delivery and management of services from admission to discharge.

Description of Violation

The home's "Financial and Billing" policy states "The staff who receives the rent payment must write the consumer a receipt for amount paid and mark the consumer as having paid on the rental sheet.". The home has not been following this policy.

Plan of Correction

Accept [REDACTED] - 10/20/2025)

A receipt book for Aston House has been purchased on 10/6/25. On 10/15/25, at the Home's staff meeting Aston House Administrator, KN and staff supervisor, KN will review the home's financial and billing policy with all employees as it relates to giving receipts and logging rent payments. Receipts will be given to all residents at the

223b - Service Procedures (continued)

time payment is made to staff. A carbon copy of the receipt will remain in the receipt book. The Administrator will review the carbon copy receipt book each day upon arrival, and will mark all rental payments on the rent grid. In the Administrator's absence, staff supervisor, CA will review receipts given upon [REDACTED] arrival and mark each payment on the grid.

Licensee's Proposed Overall Completion Date: 10/15/2025

Implemented [REDACTED] - 11/06/2025)