

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

December 5, 2025

[REDACTED]
SUSAN JONES
[REDACTED]

RE: SUSAN'S VICTORIAN COTTAGE
111 HYDRANGEA LANE
MT. PLEASANT, PA, 15666
LICENSE/COC#: 42890

[REDACTED],
As a result of the Pennsylvania Department of Human Services, Bureau of Human Service Licensing review on 09/11/2025 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: SUSAN'S VICTORIAN COTTAGE **License #:** 42890 **License Expiration:** 06/08/2026
Address: 111 HYDRANGEA LANE, MT. PLEASANT, PA 15666
County: WESTMORELAND **Region:** WESTERN

Administrator

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

Legal Entity

Name: SUSAN JONES
Address: [REDACTED]
Phone: [REDACTED] **Email:** [REDACTED]

Certificate(s) of Occupancy

Type: C-2 LP **Date:** 04/03/1969 **Issued By:** L&I

Staffing Hours

Resident Support Staff: 0 **Total Daily Staff:** 14 **Waking Staff:** 11

Inspection Information

Type: Partial **Notice:** Unannounced **BHA Docket #:**
Reason: Complaint **Exit Conference Date:** 09/11/2025

Inspection Dates and Department Representative

09/11/2025 - On-Site: [REDACTED]

Resident Demographic Data as of Inspection Dates

General Information

License Capacity: 16 **Residents Served:** 14

Secured Dementia Care Unit

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

Hospice

Current Residents: 0

Number of Residents Who:

Receive Supplemental Security Income: 5 **Are 60 Years of Age or Older:** 14
Diagnosed with Mental Illness: 11 **Diagnosed with Intellectual Disability:** 1
Have Mobility Need: 0 **Have Physical Disability:** 0

Inspections / Reviews

09/11/2025 Partial

Lead Inspector: [REDACTED] **Follow-Up Type:** POC Submission **Follow-Up Date:** 09/27/2025

10/10/2025 - POC Submission

Submitted By: [REDACTED] **Date Submitted:** 11/17/2025
Reviewer: [REDACTED] **Follow-Up Type:** POC Submission **Follow-Up Date:** 10/17/2025

Inspections / Reviews (*continued*)

10/21/2025 POC Submission

Submitted By: [REDACTED]

Date Submitted: 11/17/2025

Reviewer: [REDACTED]

Follow Up Type: Document Submission Follow Up Date: 11/03/2025

11/10/2025 Document Submission

Submitted By: [REDACTED]

Date Submitted: 11/17/2025

Reviewer: [REDACTED]

Follow Up Type: Document Submission Follow Up Date: 11/17/2025

12/05/2025 Document Submission

Submitted By: [REDACTED]

Date Submitted: 11/17/2025

Reviewer: [REDACTED]

Follow Up Type: Not Required

28f - Resident's Funds and 30-day Refund

1. Requirements

2600.

28.f. Within 30 days of either the termination of service by the home or the resident's leaving the home, the resident shall receive an itemized written account of the resident's funds, including notification of funds still owed the home by the resident or a refund owed the resident by the home. Refunds shall be made within 30 days of discharge.

Description of Violation

On [REDACTED], resident [REDACTED] was discharged from the home. The home did not provide the resident with an itemized account of the resident's funds.

Plan of Correction

Accept [REDACTED] - 10/10/2025)

As of 9-12-2025 all residents will receive and itemized written account of any funds that are owed to the home or funds needing to be paid by the home back to the resident upon their termination of service by the home or the residents leaving the home. Any refunds by either party will be made within 30 days of discharge.

Licensee's Proposed Overall Completion Date: 09/27/2025

Implemented [REDACTED] - 12/05/2025)

225a - Assessment 15 Days

2. Requirements

2600.

225.a. A resident shall have a written initial assessment that is documented on the Department's assessment form within 15 days of admission. The administrator or designee, or a human service agency may complete the initial assessment.

Description of Violation

An assessment was not completed for resident [REDACTED], who was admitted to the home on [REDACTED]

Plan of Correction

Directed [REDACTED] - 10/21/2025)

All future admissions of residents will have their initial assessment completed within the 15 day time frame requirement. The administrator will check all resident charts within their first 15 days and have their initial assessment up to date on a yearly basis. The resident chart will be flagged so the assessment is done within the 15 day time frame.

Proposed Overall Completion Date: 10/17/2025

Directed:

By 10/31/25, the administrator or designee will complete an assessment for resident [REDACTED].
[REDACTED] 10/21/25

Directed:

By 10/31/25, the administrator or designee will audit all current resident files, to verify all resident assessments are present, completed within the required time frame, and are accurate. Documentation will be kept.
[REDACTED] 10/21/25

Directed Completion Date: 10/17/2025

Implemented [REDACTED] - 12/05/2025)

227a - Support Plan 30 Days

3. Requirements

2600.

227.a. A resident requiring personal care services shall have a written support plan developed and implemented within 30 days of admission to the home. The support plan shall be documented on the Department's support plan form.

Description of Violation

Resident [redacted] was admitted on [redacted]; however, the resident's initial support plan was not completed.

Plan of Correction

Directed [redacted] - 10/21/2025)

All future admissions of residents will have their RASP form completed within 30 days of admission. The administrator will check all resident charts within their first 30 days and have their RASP up to date on a yearly basis. The resident charts will be flagged to ensure documentation is done within the 30 day time frame.

Proposed Overall Completion Date: 10/17/2025

Directed:

By 10/31/25, the administrator or designee will complete a support plan for resident [redacted] 10/21/25

Directed:

By 10/31/25, the administrator or designee will audit all current resident files, to verify all resident support plans are present, completed within the required time frame, and are accurate. Documentation will be kept. [redacted] 10/21/25

Directed Completion Date: 10/17/2025

Implemented [redacted] - 12/05/2025)

228h - Grounds Discharge/Transfer

4. Requirements

2600.

228.h. The only grounds for discharge or transfer of a resident from a home are for the following conditions:
5. If the resident has failed to pay after reasonable documented efforts by the home to obtain payment.

Description of Violation

On [redacted], the home discharged resident [redacted] due to non-payment. However, the home did not document reasonable efforts by the home to obtain payment from the resident.

Plan of Correction

Accept [redacted] - 10/10/2025)

All future residents admitted will receive monthly invoices and at least 2 written attempts to collect resident rent before a written 30 day eviction notice is given.

Licensee's Proposed Overall Completion Date: 09/27/2025

Implemented [redacted] - 12/05/2025)