

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

May 11, 2026

[REDACTED], CEO
BIBLE FELLOWSHIP CHURCH HOMES INC
[REDACTED]

RE: FELLOWSHIP TERRACE
3010 FELLOWSHIP DRIVE
WHITEHALL, PA, 18052
LICENSE/COC#: 21648

Dear [REDACTED],

As a result of the Pennsylvania Department of Human Services, Bureau of Human Service Licensing review on 03/26/2026 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: *FELLOWSHIP TERRACE* License #: *21648* License Expiration: *02/08/2027*
 Address: *3010 FELLOWSHIP DRIVE, WHITEHALL, PA 18052*
 County: *LEHIGH* Region: *NORTHEAST*

Administrator

Name: [Redacted] Phone: [Redacted] Email: [Redacted]

Legal Entity

Name: *BIBLE FELLOWSHIP CHURCH HOMES INC*
 Address: [Redacted]
 Phone: [Redacted] Email: [Redacted]

Certificate(s) of Occupancy

Type: *C-2 LP* Date: *11/02/2000* Issued By: *L & I*
 Type: *I-2* Date: *05/19/2025* Issued By: *Whitehall Township*

Staffing Hours

Resident Support Staff: *0* Total Daily Staff: *151* Waking Staff: *113*

Inspection Information

Type: *Full* Notice: *Unannounced* BHA Docket #:
 Reason: *Renewal* Exit Conference Date: *03/26/2026*

Inspection Dates and Department Representative

03/26/2026 - On-Site: [Redacted]

Resident Demographic Data as of Inspection Dates

General Information
 License Capacity: *165* Residents Served: *128*

Secured Dementia Care Unit
 In Home: *Yes* Area: *The Courtyard* Capacity: *24* Residents Served: *22*

Hospice
 Current Residents: *9*

Number of Residents Who:
 Receive Supplemental Security Income: *0* Are 60 Years of Age or Older: *128*
 Diagnosed with Mental Illness: *0* Diagnosed with Intellectual Disability: *1*
 Have Mobility Need: *23* Have Physical Disability: *2*

Inspections / Reviews

03/26/2026 Full
 Lead Inspector: [Redacted] Follow-Up Type: *POC Submission* Follow-Up Date: *04/26/2026*

05/04/2026 - POC Submission
 Submitted By: [Redacted] Date Submitted: *05/07/2026*
 Reviewer: [Redacted] Follow-Up Type: *POC Submission* Follow-Up Date: *05/11/2026*

Inspections / Reviews (*continued*)

05/06/2026 POC Submission

Submitted By: [REDACTED]

Date Submitted: 05/07/2026

Reviewer: [REDACTED]

Follow Up Type: Document Submission Follow Up Date: 05/08/2026

05/11/2026 Document Submission

Submitted By: [REDACTED]

Date Submitted: 05/07/2026

Reviewer: [REDACTED]

Follow Up Type: Not Required

17 - Record Confidentiality

1. Requirements

2600.

17. Resident records shall be confidential, and, except in emergencies, may not be accessible to anyone other than the resident, the resident's designated person if any, staff persons for the purpose of providing services to the resident, agents of the Department and the long-term care ombudsman without the written consent of the resident, an individual holding the resident's power of attorney for health care or health care proxy or a resident's designated person, or if a court orders disclosure.

Description of Violation

At 9:35 a.m. the Narcotic Count log was on top of the medication cart, unattended and accessible to all.

At 9:50 a.m. the Narcotic Count log was on top of the medication cart, unattended and accessible to all.

Repeat Violation: 2/27/25

Plan of Correction

Accept (█) - 05/04/2026

Please see attached.

Licensee's Proposed Overall Completion Date: 05/02/2026

Implemented (█) - 05/11/2026

95 - Furniture and Equipment

2. Requirements

2600.

95. Furniture and Equipment - Furniture and equipment must be in good repair, clean and free of hazards.

Description of Violation

The Resounder on the fire panel is not working properly. On 3/26/26 at approximately 2:40 p.m. the fire alarm sounded. A staff person went to the fire panel, silenced it to announce over the intercom where the fire event was. Once the alarm was silenced, it never resounded. Per the staff, this issue was discovered on 3/5/26, and there is not an estimated time of it being corrected. Per the staff, it is not an issue with the fire panel working correctly, it is a problem with the programming of the Resounder to turn back on after an announcement is made.

Plan of Correction

Accept (█) - 05/06/2026

In response to the violation 3/26/26 by the Pennsylvania Bureau of Human Licensing immediate verbal decision was made by the Administrator and Director of Facility Services that because the annunciator panel was not resounding the alarm after the announcement moving forward, we would no longer silence the alarm at all. The receptionist making the announcement was immediately notified verbally to no longer silence the alarm when making the overhead page.

To enhance the currently compliant operations beginning on 4/2/26, the Administrator/Administrator designee will educate all staff on not silencing the alarm as our policy states. See Attachment #6 for education. On 4/27/26 a Resounder button was put on all the annunciator panels to resound the alarm at any time. This was audited and does function properly. At this time, we will continue with what our policy states and not silence the alarm.

Effective 4/3/26, the Director of Facility Services/Administrator will perform monthly inspections during our normal monthly fire drills to make sure the alarm is not silenced, and the annunciator panel is functioning correctly. See Attachment #7 for audit sheet. These inspections will be completed monthly through 9/26. Any deficiencies will be

95 Furniture and Equipment (continued)

corrected immediately, and finding will be documented and reviewed internally for continuous improvement purposes.

Licensee's Proposed Overall Completion Date: 05/06/2026

Implemented () - 05/11/2026)

105g - Lint Removal and Duct Cleaning

3. Requirements

2600.

105.g. To reduce the risks of fire hazards, lint shall be removed from the lint trap and drum of clothes dryers after each use. Lint shall be cleaned from the vent duct and internal and external ductwork of clothes dryers according to the manufacturer's instructions.

Description of Violation

At 9:10 a.m. the dryer lint trap in the laundry room in the basement contained 1/4 inch of lint. The dryer was cool to the touch and had no items in it.

Plan of Correction

Accept () - 05/04/2026)

Please see attached.

Licensee's Proposed Overall Completion Date: 05/02/2026

Implemented () - 05/11/2026)

107b - Emergency Procedures

4. Requirements

2600.

107.b. The home shall have written emergency procedures that include the following:

Description of Violation

On 3/26/26 at approximately 2:40 p.m. the fire alarm sounded. A staff person went to the fire panel, silenced it to announce where the fire event was. Once the alarm was silenced, it never resounded. The facility policy indicates the alarm should never be silenced. The facility is not following their own policy.

Plan of Correction

Accept () - 05/04/2026)

Please see attached

Licensee's Proposed Overall Completion Date: 05/02/2026

Implemented () - 05/11/2026)