DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
CORRECTIVE ACTION PLAN

License #: **1217-14-011**
Organization Name: **ELK HILL FARM, INC.**

Date of Inspection: **06-21-2022**
Program Type/Facility Name: **14-011 Duncan Cottage**

Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
12VAC35-46-70. - Each provider shall guarantee resident rights as outlined in § 37.2-400 of the Code of Virginia and in the Rules and Regulations to Assure the Rights of Individuals Receiving Services from Providers Licensed, Funded, or Operated by the Department of Mental Health, Mental Retardation and Substance Abuse Services (12VAC35-115).	N	Duncan Cottage This regulation was NOT MET as evidenced by: See OHR citation below.	PR) 07/08/2022 PR: Program Director will ensure that all nightly checks are completed. The overnight staff will do nightly checks on all the residential every 30 minutes. The overnight staff will go to each room and have eyes on each youth. The overnight staff will send an email every hour to their immediate supervisor to ensure the safety of all the youth. The Residential Coordinator will oversee and ensure the nightly checks are completed OLR) Accepted 07/20/2022	7/8/2022

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12VAC35-115-50. B. (2) - In receiving all services, each individual has the right to: 2. Be protected from harm including abuse, neglect, and exploitation.	N	Duncan Cottage This regulation was NOT MET as evidenced by: "Neglect" means failure by a person, program, or facility operated, licensed, or funded by the department, excluding those operated by the Department of Corrections, responsible for providing services to do so, including nourishment, treatment, care, goods, or services necessary to the health, safety, or welfare of an individual receiving care or treatment for mental illness, intellectual disability, or substance abuse. • Upon review of CHRIS entry A-20220035, the provider's investigation determined Employee #1 failed to follow the provider's policy for observation checks and neglect was found. • Per statement from Employee #2 on 6/15/2022, Employee #1 admitted failing to look for flesh when making checks and assumed individual was in the bed. Based on preponderance of evidence, Employee #1 failed to ensure the health and safety of Individual #1.	PR) 07/08/2022 PR: Program Director has developed a plan to address the oversight of the overnight checks. The employee identified in the correction action plan have received a Work Improvement Plan to address the failure to look at the youth flesh while in the bed. The Program Director and the House Manager met with employee #1 to review how property conduct a nightly check with a flashlight. Employee #1 will email their immediate supervisor every hour for night checks. The Residential coordinator will oversee and follow-up with the Program Director to make sure the nightly checks are occurring. OHR/OLR) Accepted 07/18/2022	7/8/2022

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General Comments / Recommendations:

I understand it is my right to request a conference with the reviewer and the reviewer's supervisor should I desire further discussion of these findings. By my signature on the Corrective Action Plan, I pledge that the actions to be taken will be completed as identified by the date indicated.

Tonya Carr, Legal Operations Manager	(Signature of Organization Representative)	Date

C = Substantial Compliance, N = Non Compliance, NS = Non Compliance Systemic, ND = Non Determined