DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
CORRECTIVE ACTION PLAN

Investigation ID: **40**
License #: **1217-14-012**
Organization Name: **ELK HILL FARM, INC.**

Date of Inspection: **06-12-2023**
Program Type/Facility Name: **14-012 Massie Cottage**

Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
12VAC35-46-870. D. - There shall be at least one trained child care worker on duty and actively supervising residents at all times that one or more residents are present.	N	Massie Cottage This regulation was NOT MET as evidenced by: In review of the SIR/ CHRIS Report 20230049, the provider's staff failed to provide adequate supervision, evidence by leaving staff office unsecured while Individual 1 was in the cottage and Employee 2 was outside of the cottage. This allowed Individual 1 to access an unsecured area and access previously confiscated Hand Sanitizer.	PR) 06/20/2023 PR: Program Director met with employee 1 regarding CHRIS Report 20230049 which involved leaving the office door unlocked. Employee 1 received a corrective action plan. Employee 1 will keep the office door locked when staff is not in the office. The Program Director will address keeping the office door locked during supervision over the next two months. The Program Coordinator will oversee this process, OLR) Accepted 06/20/2023	6/20/2023
12VAC35-46-870. F. (1a) - Supervision policies: 1. The provider shall develop and implement written policies and procedures that address staff supervision of children including contingency plans for resident illnesses, emergencies, off-campus activities, and resident preferences. These policies and procedures shall be based on the: 1a. Needs of the population served;	N	Massie Cottage This regulation was NOT MET as evidenced by: This regulation was NOT MET as evidenced by: In review of the SIR/ CHRIS Report 20230049, the provider's staff failed to provide adequate supervision, evidence by leaving staff office unsecured while Individual 1 was in the cottage and Employee 2 was outside of the cottage. This allowed Individual 1 to access an unsecured area and access previously confiscated Hand Sanitizer. The provider failed to appropriate meet the supervision needs of Individual1 based on their history of AWOL, previous issues regarding hand sanitizer and overall non-compliance with programmatic expectations.	PR) 06/20/2023 PR: Program Director removed all alcohol-based hand sanitizer. Also, Program Director met with Employee 1 and all his staff about securing the office door. Residential Coordinator conducted a Supervision training on 5/31/23 with Employee 1 and all of Massie Cottage staff. A second Supervision training will be held on 6/21/23 to address overall supervision and policy and procedures regarding supervision of the resident. Residential Coordinator will oversee the process. OLR) Accepted 06/20/2023	6/20/2023

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General Comments / Recommendations:
This Specialist recommends the following:

Increased training or retraining of Individual needs of high risk residents, behavior plans/contracts and supervision expectations

Implement system to ensure better communication among staff members

Ensure all staff are keeping secured areas secured regardless of the circumstances

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.

Amber Nesbitt, Licensing Specialist	(Signature of Organization Representative)	Date

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