DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
CORRECTIVE ACTION PLAN

Investigation ID: **41**
License #: **1217-14-012**
Organization Name: **ELK HILL FARM, INC.**

Date of Inspection: **07-14-2023**
Program Type/Facility Name: **14-012 Massie Cottage**

Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
12VAC35-46-380. A. (1) - The child care worker shall have responsibility for guidance and supervision of the children to whom he is assigned including: 1. Overseeing physical care;	N	Massie Cottage This regulation was NOT MET as evidenced by: In review of the SIR 20230051, Employee 1 failed to provide adequate supervision and failed to follow the provider's supervision policy of 30-minute room checks. As a result, all Individuals in cottage AWOL.	PR) 07/28/2023 PR: Employee #1 participated in supervision training on 5/30/2023 and 6/21/2023. Also, on 6/21/2023 Employee #1 received a Performance Improvement Plan and was suspended for three days due failure to follow the supervision policy. In addition the Program Director will review random video of Massie Cottage to make sure that Employee #1 and all staff are properly supervising the youth. The Residential Director will oversee this process. OLR) Accepted 07/28/2023	7/28/2023
12VAC35-46-380. A. (3) - The child care worker shall have responsibility for guidance and supervision of the children to whom he is assigned including: 3. Management of resident behavior;	N	Massie Cottage This regulation was NOT MET as evidenced by: In review of the SIR 20230051, Employee 1 failed to provide adequate supervision and failed to follow the provider's supervision policy of 30-minute room checks. As a result, all Individuals in cottage AWOL.	PR) 07/28/2023 Duplicate OLR) Not Accepted 07/28/2023 OLR: Not accepted. The citation is for the same event. However, each regulation cited is a different regulation. Please provide a response for each regulation cited PR) 08/01/2023 PR: Program Director met with Employee #1 during supervision to discuss and review proper supervision during her shift. The Residential Director met with Massie Cottage employees and review the supervision policy. Residential Director will over see this process. OLR) Accepted 08/01/2023	8/1/2023

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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 20230051, Employee 1 failed to provide adequate supervision and failed to follow the provider's supervision policy of 30-minute room checks. As a result, all Individuals in cottage AWOL.	PR) 07/28/2023 Duplicate OLR) Not Accepted 07/28/2023 OLR: Not accepted. The citation is for the same event. However, each regulation cited is a different regulation. Please provide a response for each regulation cited PR) 08/01/2023 PR: Program Director met with Employee #1 and the Massie Cottage staff during team meeting on 7/12/2023 and reviewed the staffing ratio. Elk Hill ratio is 4:1 during waking hours. That staff member needs to be actively supervising the kids during their shift. Residential Director will over see the process. OLR) Accepted 08/01/2023	8/1/2023

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
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: In review of the SIR 20230051, Employee 1 failed to provide adequate supervision and failed to follow the provider's supervision policy of 30-minute room checks. As a result, all Individuals in cottage AWOL.	PR) 07/28/2023 Duplicate OLR) Not Accepted 07/28/2023 OLR: Not accepted. The citation is for the same event. However, each regulation cited is a different regulation. Please provide a response for each regulation cited PR) 08/01/2023 PR: Employee #1 received a performance improvement plan regarding the lack of supervision regarding this incident to enforce the need of providing those 30 minutes checks. The employee will be asked to take two additional trainings regarding our population served through Relias training. Program Director will over see this process. OLR) Accepted 08/01/2023	8/1/2023

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
12VAC35-46-870. F. (1b) - 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: 1b. Types of services offered;	N	Massie Cottage This regulation was NOT MET as evidenced by: In review of the SIR 20230051, Employee 1 failed to provide adequate supervision and failed to follow the provider's supervision policy of 30-minute room checks. As a result, all Individuals in cottage AWOL.	PR) 07/28/2023 Duplicate OLR) Not Accepted 07/28/2023 OLR: Not accepted. The citation is for the same event. However, each regulation cited is a different regulation. Please provide a response for each regulation cited PR) 08/01/2023 PR: Employee #1 received a performance improvement plan regarding the lack of supervision and how this could impact the overall program. The employee will reread the policies and procedures surrounding supervision of youth, the expectations, and program director will be ensuring that these checks are done through random pulls of video coverage. Residential director will oversee the process. OLR) Accepted 08/01/2023	8/1/2023

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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.

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

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