License #: **3055-14-008**
Organization Name: **Gatewood Children's Homes, Inc.**

Date of Inspection: **10-10-2024**
Program Type/Facility Name: **14-008 Jordan House (current)**

Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
12VAC35-46-300. B. (10) - The records of each employee shall include: 10. A current job description.	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Employee #1 there was no record of a current job description. The records of each employee shall include: 10. A current job description.	PR) 12/16/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. Upon review of Employee #1 there was no record of a current job description. The records of each employee shall include: 10. A current job description. 2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. A copy of current job description will be placed in all employee file. A copy of the current job description was overlooked from the employee file. The Program Director will place a copy of the current job description in all employed staff within the first 30 days of hiring. 3. Indicate the frequency for monitoring the plan including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). This will be monitored during the initial 30 days of hiring and bimonthly. Additionally if any changes occurs in the counselor's job description; an updated job description will be file within 30days of the changes.	1/15/2025

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names. Program Director 5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If there are steps in the plan of action that have different planned completion dates, please enter the overall Planned Completion Date on the screen. January 15, 2025 OLR) Accepted 12/17/2024	
12VAC35-46-300. B. (3) - The records of each employee shall include: 3. Written references or notations of oral references;	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Employee #1 and Employee #2 record there was no record of written references or notations of oral references. The records of each employee shall include: 3. Written references or notations of oral references.	PR) 12/16/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. Upon review of Employee #1 and Employee #2 record there was no record of written references or notations of oral references. The records of each employee shall include: 3. Written references or notations of oral references. 2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. The Current Program Director has implemented to following procedures for hiring. Step 1 Schedule Interview	1/15/2025

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			Step 2 Complete application Step 3 If Management determines to hire, candidate fingerprints and background checks is to be submitted Step 4 The Resident Manager will call References listed Step 5 Prior to hiring, the Program Director will ensure all above steps are completed and ensure hiring checklist is documented according. This table is to be initiated at the time pre-screening and completed within 30 days of hire. Candidate Interview Date Move forward w hiring Application Disclosure Statement FBI Fingerprint CPS Background Check 3. Indicate the frequency for monitoring the plan including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). Initially and quarterly 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names. -Program Director 5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If	

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			there are steps in the plan of action that have different planned completion dates, please enter the overall Planned Completion Date on the screen. January 15, 2025 OLR) Accepted 12/17/2024	
12VAC35-46-300. B. (7) - The records of each employee shall include: 7. Documentation of compliance with requirements of Virginia laws regarding child protective services and criminal history background investigations;	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Employee #1 there was no record of results from the child protective services. The records of each employee shall include: 7. Documentation of compliance with requirements of Virginia laws regarding child protective services and criminal history background investigations.	PR) 12/15/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. Upon review of Employee #1 there was no record of results from the child protective services. The records of each employee shall include: 7. Documentation of compliance with requirements of Virginia laws regarding child protective services and criminal history background investigations. Program Director obtained Employee #1 CPS background and placed in Central Registry book. 2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. In the future, as with all potential employees a child protective services central registry will be obtain prior to offering employment. Once obtain, the Program Director will ensure its file appropriately. 3. Indicate the frequency for monitoring the plan	1/15/2025

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). prior to hiring and thereafter bimonthly. 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names. Program Director 5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If there are steps in the plan of action that have different planned completion dates, please enter the overall Planned Completion Date on the screen. January 15, 2025 OLR) Accepted 12/17/2024	
12VAC35-46-310. A. (1) - Required initial training: 1. Within seven days following their begin date, each staff member responsible for supervision of children shall receive basic orientation to the facility's behavior intervention policies, procedures, and techniques regarding less restrictive interventions, timeout, and physical restraint.	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that basic orientation to the facility's behavior intervention policies, procedures, and techniques regarding less restrictive interventions, timeout, and physical restraint. was not completed with the seven days of employment evident 7/31/24 with a hire dare of 5/20/24. Required initial training: 1. Within seven days following their begin date, each staff member responsible for supervision of children shall receive basic orientation to the facility's behavior intervention policies, procedures, and techniques regarding less restrictive interventions, timeout, and physical restraint.	PR) 12/16/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that basic orientation to the facility's behavior intervention policies, procedures, and techniques regarding less restrictive interventions, timeout, and physical restraint. was not completed with the seven days of employment evident 7/31/24 with a hire dare of 5/20/24. Required initial training: 1. Within seven days following their begin date, each staff member responsible for supervision of children shall receive basic orientation to the facility's behavior intervention policies, procedures, and techniques regarding less restrictive	1/15/2025

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			interventions, timeout, and physical restraint. During this review period, previous director was out dealing with medical issues. Previous Director no longer works for the company. Due to medical reasons, previous director has retired from the company. New Director is onboard and has begun implementing Employee Annual Training Checklist to capture trainings and to have physical document on hand in each employee book. Moving forward all staff required training, will be completed Within 7 days following their begin date, each staff member responsible for supervision of children shall receive basic orientation to the facility's behavior intervention policies, procedures, and techniques regarding less restrictive interventions, timeout, and physical restraint. 2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. Prepare annual training sheet for all employee files and place a copy in each employee book. Ensure newly hired staff complete child abuse and neglect, mandatory reporting, maintaining appropriate professional relationships, and interaction among staff and residents, and suicide prevention within the first 30 days of hire and the Program Director will notate annual training checklist upon completion of training. 3. Indicate the frequency for monitoring the plan including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.).	

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			The plan will be monitored weekly during the first 30 days of hire. Afterwards, the plan will be monitored monthly to ensure to trainings are completed and document on the employee annual checklist. 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names. Program Director 5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If there are steps in the plan of action that have different planned completion dates, please enter the overall Planned Completion Date on the screen. 01/15/2025 OLR) Accepted 12/17/2024	
12VAC35-46-310. A. (2a) - Required initial training: 2. Within 14 days following an individual's begin date, and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include: 2a. Alerting emergency personnel and sounding alarms;	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that required initial training Alerting emergency personnel and sounding alarms was conducted within 14 days following an individual's begin date, evident by hire date of 5/20/24 and was taken on 10/2/24 and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include. Required initial training: 2. Within 14 days following an individual's begin date, and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include: 2a. Alerting emergency personnel and sounding alarms.	PR) 12/15/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that required initial training Alerting emergency personnel and sounding alarms was conducted within 14 days following an individual's begin date, evident by hire date of 5/20/24 and was taken on 10/2/24 and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include. Required initial training: 2. Within 14 days following an individual's begin date, and before	1/15/2025

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include: 2a. Alerting emergency personnel and sounding alarms. 2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. Emergency fire drills are conducted monthly on all three shifts, documented in the emergency drill book and notated in the log book. Additionally, staff are assigned Emergency preparedness training through Relias training. The Director will have staff print off their certificate of completion and ensure the certificate is placed in the employee's file. Additionally, the Program Director will add Emergency Preparedness and Response training to the Employee Handbook which is given during orientation. 3. Indicate the frequency for monitoring the plan including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). This plan will be conducted within the first 14 days of hire during onboarding/orientation and monthly thereafter. 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names. Program Director	

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If there are steps in the plan of action that have different planned completion dates, please enter the overall Planned Completion Date on the screen. January 15, 2025 OLR) Accepted 12/17/2024	
12VAC35-46-310. A. (2b) - Required initial training: 2. Within 14 days following an individual's begin date, and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include: 2b. Implementing evacuation procedures, including evacuation of residents with special needs (i.e., deaf, blind, nonambulatory);	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that required initial training Implementing evacuation procedures, including evacuation of residents with special needs (i.e., deaf, blind, non-ambulatory) was conducted within 14 days following an individual's begin date, evident by hire date of 5/20/24 and was taken on 10/2/24 and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include. Required initial training: 2. Within 14 days following an individual's begin date, and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include: 2b. Implementing evacuation procedures, including evacuation of residents with special needs (i.e., deaf, blind, non-ambulatory).	PR) 12/15/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that required initial training Implementing evacuation procedures, including evacuation of residents with special needs (i.e., deaf, blind, non-ambulatory) was conducted within 14 days following an individual's begin date, evident by hire date of 5/20/24 and was taken on 10/2/24 and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include. Required initial training: 2. Within 14 days following an individual's begin date, and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include: 2b. Implementing evacuation procedures, including evacuation of residents with special needs (i.e., deaf, blind, non-ambulatory). 2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed	1/15/2025

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. New hires will receive training on implementing evacuation procedures, including including evacuation of residents with special need within 14 days of hire during their orientation/onboarding process. The Resident Manager will cover these specific trainings and sign off on the Employee Matrix when the training has been completing. The Program Director will review and approve the matrix before the staff is permitted to be alone with a resident. 3. Indicate the frequency for monitoring the plan including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). This plan will be conducted within the first 14 days of hire during onboarding/orientation and monthly thereafter. 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names. Resident Manager/Program Director 5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If there are steps in the plan of action that have different planned completion dates, please enter the overall Planned Completion Date on the screen. 01/15/2024 OLR) Accepted 12/17/2024	

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
12VAC35-46-310. A. (2c) - Required initial training: 2. Within 14 days following an individual's begin date, and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include: 2c. Using, maintaining, and operating emergency equipment;	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that required initial training (implementing evacuation procedures, using, maintaining, and operating emergency equipment) was conducted within 14 days following an individual's begin date, evident by hire date of 5/20/24 and was taken on 10/2/24 and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include. Required initial training: 2. Within 14 days following an individual's begin date, and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include: 2c. Using, maintaining, and operating emergency equipment.	PR) 12/16/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that required initial training (implementing evacuation procedures, using, maintaining, and operating emergency equipment) was conducted within 14 days following an individual's begin date, evident by hire date of 5/20/24 and was taken on 10/2/24 and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include. Required initial training: 2. Within 14 days following an individual's begin date, and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include: 2c. Using, maintaining, and operating emergency equipment. During this review period, previous director was out dealing with medical issues. Previous Director no longer works for the company. Due to medical reasons, previous director has retired from the company. New Director is onboard and has begun implementing Employee Annual Training Checklist to capture trainings and to have physical document on hand in each employee book. Moving forward all staff required training, will be completed Within 14 days following an individual's begin date, and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include: 2c.	1/15/2025

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			Using, maintaining, and operating emergency equipment. 2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. Prepare annual training sheet for all employee files and place a copy in each employee book. Ensure all staff required training, will be completed Within 14 days following an individual's begin date, and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include: 2c. Using, maintaining, and operating emergency equipment. 3. Indicate the frequency for monitoring the plan including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). The plan will be monitored weekly during the first 14 days of hire. Afterwards, the plan will be monitored monthly to ensure to trainings are completed and document on the employee annual checklist. 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names. Program Director 5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If there are steps in the plan of action that have different planned completion dates, please	

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			enter the overall Planned Completion Date on the screen. 01/15/2025 OLR) Accepted 12/17/2024	
12VAC35-46-310. A. (2d) - Required initial training: 2. Within 14 days following an individual's begin date, and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include: 2d. Accessing emergency information for residents including medical information;	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that required initial training accessing emergency information for residents including medical information was conducted within 14 days following an individual's begin date, evident by hire date of 5/20/24 and was taken on 10/2/24 and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include. Required initial training: 2. Within 14 days following an individual's begin date, and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include: 2d. Accessing emergency information for residents including medical information.	PR) 12/16/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that required initial training accessing emergency information for residents including medical information was conducted within 14 days following an individual's begin date, evident by hire date of 5/20/24 and was taken on 10/2/24 and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include. Required initial training: 2. Within 14 days following an individual's begin date, and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include: 2d. Accessing emergency information for residents including medical information. During this review period, previous director was out dealing with medical issues. Previous Director no longer works for the company. Due to medical reasons, previous director has retired from the company. New Director is onboard and has begun implementing Employee Annual Training Checklist to capture trainings and to have physical document on hand in each employee book. Moving forward all staff required	1/15/2025

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			training, will be completed Within 14 days following an individual's begin date, and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include: 2d. Accessing emergency information for residents including medical information. 2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. Prepare annual training sheet for all employee files and place a copy in each employee book. Ensure all staff required training, will be completed within 14 days following an individual's begin date, and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include: 2d. Accessing emergency information for residents including medical information. 3. Indicate the frequency for monitoring the plan including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). The plan will be monitored weekly during the first 14 days of hire. Afterwards, the plan will be monitored monthly to ensure to trainings are completed and document on the employee annual checklist. 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names.	

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			Program Director 5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If there are steps in the plan of action that have different planned completion dates, please enter the overall Planned Completion Date on the screen. 01/15/2025 OLR) Accepted 12/17/2024	
12VAC35-46-310. A. (2e) - Required initial training: 2. Within 14 days following an individual's begin date, and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include: 2e. Utilizing community support services.	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that required initial training Utilizing community support services was conducted within 14 days following an individual's begin date, evident by hire date of 5/20/24 and was taken on 10/2/24 and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include. Required initial training: 2. Within 14 days following an individual's begin date, and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include: 2e. Utilizing community support services.	PR) 12/16/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that required initial training accessing emergency information for residents including medical information was conducted within 14 days following an individual's begin date, evident by hire date of 5/20/24 and was taken on 10/2/24 and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include. Required initial training: 2. Within 14 days following an individual's begin date, and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include: 2d. Accessing emergency information for residents including medical information. During this review period, previous director was out dealing with medical issues. Previous Director no longer works for the company. Due	1/15/2025

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			to medical reasons, previous director has retired from the company. New Director is onboard and has begun implementing Employee Annual Training Checklist to capture trainings and to have physical document on hand in each employee book. Moving forward all staff required training, will be completed Within 14 days following an individual's begin date, and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include: 2d. Accessing emergency information for residents including medical information. 2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. Prepare annual training sheet for all employee files and place a copy in each employee book. Ensure all staff required training, will be completed within 14 days following an individual's begin date, and before an individual is alone supervising children, the provider shall conduct emergency preparedness and response training that shall include: 2d. Accessing emergency information for residents including medical information. 3. Indicate the frequency for monitoring the plan including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). The plan will be monitored weekly during the first 14 days of hire. Afterwards, the plan will be monitored monthly to ensure to trainings are	

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			completed and document on the employee annual checklist. 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names. Program Director 5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If there are steps in the plan of action that have different planned completion dates, please enter the overall Planned Completion Date on the screen. 01/15/2025 OLR) Accepted 12/17/2024	
12VAC35-46-310. A. (3a) - Required initial training: 3. Within 14 days following their begin date, new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3a. The objectives of the facility;	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that there was orientation form in record for review to address the objectives of the facility. Required initial training: 3. Within 14 days following their begin date, new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3a. The objectives of the facility.	PR) 12/16/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that there was orientation form in record for review to address the objectives of the facility. Required initial training: 3. Within 14 days following their begin date, new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3a. The objectives of the facility. During this period, previous director was out dealing with medical issues. Previous Director no longer works for the company. Due to medical reasons, previous director has retired from the company. New Director is onboard and has	1/15/2025

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			begun implementing Employee Annual Training Checklist to capture trainings and to have physical document on hand in each employee book. Within 14 days following their begin date, new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3a. The objectives of the facility. 2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. Prepare annual training sheet for all employee files and place a copy in each employee book. Ensure all staff required training, will be completed within 14 days of employment. Required initial training: Within 14 days following their begin date, all staff shall be trained on the objectives of the facility. See attached annual training sheet. 3. Indicate the frequency for monitoring the plan including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). The plan will be monitored weekly during the first 14 days of hire. Afterwards, the plan will be monitored monthly to ensure to trainings are completed and document on the employee annual checklist. 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names.	

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Organization Name: **Gatewood Children's Homes, Inc.**

Date of Inspection: **10-10-2024**
Program Type/Facility Name: **14-008 Jordan House (current)**

Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			Program Director 5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If there are steps in the plan of action that have different planned completion dates, please enter the overall Planned Completion Date on the screen. 01/15/2025 OLR) Accepted 12/17/2024	
12VAC35-46-310. A. (3b) - Required initial training: 3. Within 14 days following their begin date, new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3b. Practices of confidentiality;	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that there was orientation form in record for review to address practices of confidentiality. Required initial training: 3. Within 14 days following their begin date, new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3b. Practices of confidentiality.	PR) 12/16/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. This regulation was NOT MET as evidenced by: Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that there was orientation form in record for review to address practices of confidentiality. Required initial training: 3. Within 14 days following their begin date, new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3b. Practices of confidentiality. During this period, previous director was out dealing with medical issues. Previous Director no longer works for the company. Due to medical reasons, previous director has retired from the company. New Director is onboard and has begun implementing Employee Annual Training Checklist to capture trainings and to have physical document on hand in each employee	1/15/2025

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Program Type/Facility Name: **14-008 Jordan House (current)**

Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			book. Within 14 days following their begin date, new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3b. Practices of confidentiality. 2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. Prepare annual training sheet for all employee files and place a copy in each employee book. Ensure all staff required training, will be completed within 14 days of employment. Required initial training: Within 14 days following their begin date, new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3b. Practices of confidentiality. 3. Indicate the frequency for monitoring the plan including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). The plan will be monitored weekly during the first 14 days of hire. Afterwards, the plan will be monitored monthly to ensure to trainings are completed and document on the employee annual checklist. 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names.	

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			Program Director 5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If there are steps in the plan of action that have different planned completion dates, please enter the overall Planned Completion Date on the screen. 01/15/2025 OLR) Accepted 12/17/2024	
12VAC35-46-310. A. (3c) - Required initial training: 3. Within 14 days following their begin date, new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3c. The decision-making plan;	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that there was orientation form in record for review to address the decision-making plan. Required initial training: 3. Within 14 days following their begin date, new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3c. The decision-making plan.	PR) 12/16/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. This regulation was NOT MET as evidenced by: This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that there was orientation form in record for review to address the decision-making plan. Required initial training: 3. Within 14 days following their begin date, new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3c. The decision-making plan. During this period, previous director was out dealing with medical issues. Previous Director no longer works for the company. Due to medical reasons, previous director has retired from the company. New Director is onboard and has begun implementing Employee Annual Training Checklist to capture trainings and to have physical document on hand in each employee book. Within 14 days following their begin date,	1/15/2025

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Program Type/Facility Name: **14-008 Jordan House (current)**

Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3c. decision making plan. 2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. Prepare annual training sheet for all employee files and place a copy in each employee book. Ensure all staff required training, will be completed within 14 days of employment. Required initial training: Within 14 days following their begin date, new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3c decision making plan. 3. Indicate the frequency for monitoring the plan including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). The plan will be monitored weekly during the first 14 days of hire. Afterwards, the plan will be monitored monthly to ensure to trainings are completed and document on the employee annual checklist. 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names. Program Director	

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If there are steps in the plan of action that have different planned completion dates, please enter the overall Planned Completion Date on the screen. 01/15/2025 OLR) Accepted 12/17/2024	
12VAC35-46-310. A. (3d) - Required initial training: 3. Within 14 days following their begin date, new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3d. These regulations including the prohibited actions as outlined in this regulation;	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that there was orientation form in record for review to address these regulations including the prohibited actions as outlined in this regulation. Required initial training: 3. Within 14 days following their begin date, new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3d. These regulations including the prohibited actions as outlined in this regulation.	PR) 12/16/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that there was orientation form in record for review to address these regulations including the prohibited actions as outlined in this regulation. Required initial training: 3. Within 14 days following their begin date, new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3d. These regulations including the prohibited actions as outlined in this regulation. During this period, previous director was out dealing with medical issues. Previous Director no longer works for the company. Due to medical reasons, previous director has retired from the company. New Director is onboard and has begun implementing Employee Annual Training Checklist to capture trainings and to have physical document on hand in each employee book. Within 14 days following their begin date, new employees, employees transferring from other facilities operated by the same provider,	1/15/2025

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3d. These regulations including the prohibited actions as outlined in this regulation. 2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. Prepare annual training sheet for all employee files and place a copy in each employee book. Ensure all staff required training, will be completed within 14 days of employment. Required initial training: Within 14 days following their begin date, new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3d. These regulations including the prohibited actions as outlined in this regulation. 3. Indicate the frequency for monitoring the plan including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). The plan will be monitored weekly during the first 14 days of hire. Afterwards, the plan will be monitored monthly to ensure to trainings are completed and document on the employee annual checklist. 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names.	

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			Program Director 5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If there are steps in the plan of action that have different planned completion dates, please enter the overall Planned Completion Date on the screen. 01/15/2025 OLR) Accepted 12/17/2024	
12VAC35-46-310. A. (3e) - Required initial training: 3. Within 14 days following their begin date, new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3e. Other policies and procedures that are applicable to their positions, duties, and responsibilities.	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that there was orientation form in record for review to address other policies and procedures that are applicable to their positions, duties, and responsibilities. Required initial training: 3. Within 14 days following their begin date, new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3e. Other policies and procedures that are applicable to their positions, duties, and responsibilities.	PR) 12/16/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that there was orientation form in record for review to address other policies and procedures that are applicable to their positions, duties, and responsibilities. Required initial training: 3. Within 14 days following their begin date, new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3e. Other policies and procedures that are applicable to their positions, duties, and responsibilities. During this period, previous director was out dealing with medical issues. Previous Director no longer works for the company. Due to medical reasons, previous director has retired from the company. New Director is onboard and has begun implementing Employee Annual Training Checklist to capture trainings and to have physical document on hand in each employee book. Within 14 days following their begin date,	1/15/2025

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3e. Other policies and procedures that are applicable to their positions, duties, and responsibilities. 2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. Prepare annual training sheet for all employee files and place a copy in each employee book. Ensure all staff required training, will be completed within 14 days of employment. Required initial training: Within 14 days following their begin date, new employees, employees transferring from other facilities operated by the same provider, relief staff, volunteers, and students/interns shall be given orientation and training regarding: 3e. Other policies and procedures that are applicable to their positions, duties, and responsibilities. 3. Indicate the frequency for monitoring the plan including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). The plan will be monitored weekly during the first 14 days of hire. Afterwards, the plan will be monitored monthly to ensure to trainings are completed and document on the employee annual checklist. 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names.	

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			Program Director 5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If there are steps in the plan of action that have different planned completion dates, please enter the overall Planned Completion Date on the screen. 01/15/2025 OLR) Accepted 12/17/2024	
12VAC35-46-310. A. (4) - Required initial training: 4. Within 30 days following their begin date, all staff working with residents shall be enrolled in a standard first aid class and in a cardiopulmonary resuscitation class facilitated by the American Red Cross or other recognized authority, unless the individual is currently certified in first aid and cardiopulmonary resuscitation.	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that First Aid/ CPR was not conducted with in 30 days with the hire dare of 5/20/24 and was taken on 7/31/24. Required initial training: 4. Within 30 days following their begin date, all staff working with residents shall be enrolled in a standard first aid class and in a cardiopulmonary resuscitation class facilitated by the American Red Cross or other recognized authority, unless the individual is currently certified in first aid and cardiopulmonary resuscitation.	PR) 12/16/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. This regulation was NOT MET as evidenced by: This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that First Aid/ CPR was not conducted with in 30 days with the hire dare of 5/20/24 and was taken on 7/31/24. Required initial training: 4. Within 30 days following their begin date, all staff working with residents shall be enrolled in a standard first aid class and in a cardiopulmonary resuscitation class facilitated by the American Red Cross or other recognized authority, unless the individual is currently certified in first aid and cardiopulmonary resuscitation. During this period, previous director was out dealing with medical issues. Previous Director no longer works for the company. Due to medical reasons, previous director has retired from the company. New Director is onboard and has begun implementing Employee Annual Training	1/15/2025

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			Checklist to capture trainings and to have physical document on hand in each employee book. CPR/First Aid is offered every Wednesday 5:00-7:00pm through Ed Gates. Program Director will enroll staff in CPR/First Aid within 30 days of hire. Once training is completed, Program Director will obtain certificates from Ed Gates via email and placed in staff employee file. 2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. Staff will be enrolled in CPR/First Aid within 30 days of hire. Program Director will obtain certificates from ED Gates upon completion of course, then place in employee's file. 3. Indicate the frequency for monitoring the plan including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). The plan will be monitored weekly during the first 30 days of hire. Afterwards, the plan will be monitored annually to ensure to trainings are completed and document on the employee annual checklist. 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names. Program Director 5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If	

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Program Type/Facility Name: **14-008 Jordan House (current)**

Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			there are steps in the plan of action that have different planned completion dates, please enter the overall Planned Completion Date on the screen. 01/15/2025 OLR) Accepted 12/17/2024	
12VAC35-46-310. A. (5) - Required initial training: 5. Within 30 days following their begin date, all staff working with residents shall be trained in child abuse and neglect, mandatory reporting, maintaining appropriate professional relationships, and interaction among staff and residents, and suicide prevention.	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that mandatory reporting, maintaining appropriate professional relationships, and interaction among staff and residents, and suicide prevention was not conducted with in 30 days of employment with a hire date of 5/20/24. Required initial training: 5. Within 30 days following their begin date, all staff working with residents shall be trained in child abuse and neglect, mandatory reporting, maintaining appropriate professional relationships, and interaction among staff and residents, and suicide prevention.	PR) 12/16/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that mandatory reporting, maintaining appropriate professional relationships, and interaction among staff and residents, and suicide prevention was not conducted with in 30 days of employment with a hire date of 5/20/24. Required initial training: 5. Within 30 days following their begin date, all staff working with residents shall be trained in child abuse and neglect, mandatory reporting, maintaining appropriate professional relationships, and interaction among staff and residents, and suicide prevention. During this review period, previous director was out dealing with medical issues. Previous Director no longer works for the company. Due to medical reasons, previous director has retired from the company. New Director is onboard and has begun implementing Employee Annual Training Checklist to capture trainings and to have physical document on hand in each employee book. Moving forward all staff required training, will be completed Within 30 days following their begin date, all staff working with residents shall	1/15/2025

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			be trained in child abuse and neglect, mandatory reporting, maintaining appropriate professional relationships, and interaction among staff and residents, and suicide prevention. 2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. Prepare annual training sheet for all employee files and place a copy in each employee book. Ensure newly hired staff complete child abuse and neglect, mandatory reporting, maintaining appropriate professional relationships, and interaction among staff and residents, and suicide prevention within the first 30 days of hire and the Program Director will notate annual training checklist upon completion of training. 3. Indicate the frequency for monitoring the plan including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). The plan will be monitored weekly during the first 30 days of hire. Afterwards, the plan will be monitored monthly to ensure to trainings are completed and document on the employee annual checklist. 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names. Program Director 5. Enter the Planned Completion Date and the	

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			Actions to be Taken in the Response screen. If there are steps in the plan of action that have different planned completion dates, please enter the overall Planned Completion Date on the screen. 01/15/2025 OLR) Accepted 12/17/2024	
12VAC35-46-310. A. (6) - Required initial training: 6. Within 30 days following their begin date, all staff shall be trained on the facility's policies and procedures regarding standard precautions.	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that training on the facility's policies and procedures regarding standard precautions was done within 30 days of employment evident with a hire date of 5/20/24 and no completion date. Required initial training: 6. Within 30 days following their begin date, all staff shall be trained on the facility's policies and procedures regarding standard precautions.	PR) 12/16/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that training on the facility's policies and procedures regarding standard precautions was done within 30 days of employment evident with a hire date of 5/20/24 and no completion date. Required initial training: 6. Within 30 days following their begin date, all staff shall be trained on the facility's policies and procedures regarding standard precautions. During this review period, previous director was out dealing with medical issues. Previous Director no longer works for the company. Due to medical reasons, previous director has retired from the company. New Director is onboard and has begun implementing Employee Annual Training Checklist to capture trainings and to have physical document on hand in each employee book. Moving forward all staff required training, will be completed Within 30 days following their begin date, all staff working with residents shall be trained on the facility's policies and procedures regarding standard precautions.	1/15/2025

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. Prepare annual training sheet for all employee files and place a copy in each employee book. Ensure newly hired staff complete child abuse and neglect, mandatory reporting, maintaining appropriate professional relationships, and interaction among staff and residents, and suicide prevention within the first 30 days of hire and the Program Director will notate annual training checklist upon completion of training. 3. Indicate the frequency for monitoring the plan including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). The plan will be monitored weekly during the first 30 days of hire. Afterwards, the plan will be monitored monthly to ensure to trainings are completed and document on the employee annual checklist. 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names. Program Director 5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If there are steps in the plan of action that have different planned completion dates, please enter the overall Planned Completion Date on the screen. 01/15/2025	

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			OLR) Accepted 12/17/2024	
12VAC35-46-310. A. (7) - Required initial training: 7. Within 30 days following their begin date, all staff shall be trained on appropriate siting of children's residential facilities, and good neighbor policies and community relations.	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that training on the facility's policies and procedures regarding training on appropriate siting of children's residential facilities, and good neighbor policies and community relations was done within 30 days of employment evident with a hire date of 5/20/24 as it was not in record for review. Required initial training: 7. Within 30 days following their begin date, all staff shall be trained on appropriate siting of children's residential facilities, and good neighbor policies and community relations.	PR) 12/16/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. This regulation was NOT MET as evidenced by: This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that training on the facility's policies and procedures regarding training on appropriate siting of children's residential facilities, and good neighbor policies and community relations was done within 30 days of employment evident with a hire date of 5/20/24 as it was not in record for review. Required initial training: 7. Within 30 days following their begin date, all staff shall be trained on appropriate siting of children's residential facilities, and good neighbor policies and community relations. During this review period, previous director was out dealing with medical issues. Previous Director no longer works for the company. Due to medical reasons, previous director has retired from the company. New Director is onboard and has begun implementing Employee Annual Training Checklist to capture trainings and to have physical document on hand in each employee book. Moving forward all staff required training, will be completed Within 30 days of employment evident with a hire date of 5/20/24 as it was not in record for review. Required initial training: 7. Within 30 days following their begin date, all staff shall be trained on appropriate siting of children's residential facilities, and good neighbor policies and community relations.	1/15/2025

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. Prepare annual training sheet for all employee files and place a copy in each employee book. Ensure all staff required training, will be completed within 30 days of employment. Required initial training: Within 30 days following their begin date, all staff shall be trained on appropriate siting of children's residential facilities, and good neighbor policies and community relations. See attached annual training sheet. 3. Indicate the frequency for monitoring the plan including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). The plan will be monitored weekly during the first 30 days of hire. Afterwards, the plan will be monitored monthly to ensure to trainings are completed and document on the employee annual checklist. 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names. Program Director 5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If there are steps in the plan of action that have different planned completion dates, please	

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			enter the overall Planned Completion Date on the screen. 01/15/2025 OLR) Accepted 12/17/2024	
12VAC35-46-310. A. (9) - Required initial training: 9. All staff shall be trained in any area of quality improvement as identified from the results of the quality improvement plan.	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that training in any area of quality improvement as identified from the results of the quality improvement plan as it was not in record for review. Required initial training: 9. All staff shall be trained in any area of quality improvement as identified from the results of the quality improvement plan.	PR) 12/16/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. This regulation was NOT MET as evidenced by: Upon review of Employee #1 the employee record showed that training in any area of quality improvement as identified from the results of the quality improvement plan as it was not in record for review. Required initial training: 9. All staff shall be trained in any area of quality improvement as identified from the results of the quality improvement plan. 2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. Educating new staff on quality improvement during onboarding and yearly thereafter during the staff meeting. 3. Indicate the frequency for monitoring the plan including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). During the onboarding, semi-annually and annually. This is captured on the employee	1/15/2025

License #: **3055-14-008**
Organization Name: **Gatewood Children's Homes, Inc.**

Date of Inspection: **10-10-2024**
Program Type/Facility Name: **14-008 Jordan House (current)**

Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			training checklist and re-training check-list. 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names. Program Director/CAO 5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If there are steps in the plan of action that have different planned completion dates, please enter the overall Planned Completion Date on the screen. 01/15/2025 OLR) Accepted 12/17/2024	
12VAC35-46-310. B. (3) - Required annual retraining: 3. All child care staff shall receive annual retraining on the provider's behavior supports and timeout policies and procedures.	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Employee #2 records there was no current Crisis Wave Training in record, training expired on 7/26/23.	PR) 12/16/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. This regulation was NOT MET as evidenced by: Upon review of Employee #2 records there was no current Crisis Wave Training in record, training expired on 7/26/23. 2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. Create a tickler to alert Program Director when staff training is due 45 days in advance	1/15/2025

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Date of Inspection: **10-10-2024**
Program Type/Facility Name: **14-008 Jordan House (current)**

Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			3. Indicate the frequency for monitoring the plan including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). Plan will be monitored monthly by tickler sending out alert to Program Director. 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names. Program Director as they are responsible for completing the monthly report that address the progress towards the youth individual's goals. 5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If there are steps in the plan of action that have different planned completion dates, please enter the overall Planned Completion Date on the screen. 01/15/2025 OLR) Accepted 12/17/2024	
12VAC35-46-450. C. - Precautions shall be taken to prevent scalding from running water. Water temperatures shall be maintained between 100°F and 120°F.	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of the physical environment the water temperature in the kitchen was above the normal range reading at 133.5 degrees, water temperature in the downstairs bathroom was reading was 127.6. water temperature in the upstairs bathroom was reading 122.2 degrees. Precautions shall be taken to prevent scalding from running water. Water temperatures shall be maintained between 100°F and 120°F.	PR) 12/16/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. This regulation was NOT MET as evidenced by: Upon review of the physical environment the water temperature in the kitchen was above the normal range reading at 133.5 degrees, water temperature in the downstairs bathroom was reading was 127.6. water temperature in the upstairs bathroom was reading 122.2 degrees. Precautions shall be taken to prevent scalding from running water. Water temperatures shall be	1/15/2025

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			maintained between 100°F and 120°F. Will purchase temperature gauge to check the water monthly. If the temperature exceed 120 degrees, contact a certified plumber to adjust temperature to read between 100 degrees and 120 degrees F. 2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. Management will check the temperature monthly and record readings on the house inspection sheet. If temperature exceeds the temperature outlined, management will contact certified license plumber to adjust the water temperature. Educating new staff on quality improvement during onboarding and yearly thereafter during the staff meeting. 3. Indicate the frequency for monitoring the plan including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). Resident Manger will monitor the plan monthly and document findings on the house inspection sheet. 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names. Resident Manager 5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If	

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			there are steps in the plan of action that have different planned completion dates, please enter the overall Planned Completion Date on the screen. 01/15/2025 OLR) Accepted 12/17/2024	
12VAC35-46-750. D. (1) - The provider shall develop and implement written policies and procedures to document progress of the resident towards meeting goals and objectives of the individualized service plan that shall include the: 1. Format;	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Individual # 1 progress notes for the date of 9/24 was not in the record. Upon review of Individual #2 progress notes for the date of 9/9/24 & 9/28 were not in the record for review.	PR) 12/16/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. This regulation was NOT MET as evidenced by: Upon review of Individual # 1 progress notes for the date of 9/24 was not in the record. Upon review of Individual #2 progress notes for the date of 9/9/24 & 9/28 were not in the record for review. 2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. All staff are trained on the responsibility of completing case management notes during their shift as part of the onboarding progress. Each youth has a list of goals that was prepared by the support team (guardian, resident manager and youth) Staff on all 3 shifts are to write to each goal of the youth on the case management sheet daily 3. Indicate the frequency for monitoring the plan	1/15/2025

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). Monthly 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names. Management staff as they are responsible for completing the monthly report that address the progress towards the youth individual's goals. 5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If there are steps in the plan of action that have different planned completion dates, please enter the overall Planned Completion Date on the screen. 01/15/2025 OLR) Accepted 12/17/2024	
12VAC35-46-750. D. (2) - The provider shall develop and implement written policies and procedures to document progress of the resident towards meeting goals and objectives of the individualized service plan that shall include the: 2. Frequency;	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Individual # 1 progress notes for the date of 9/24 was not in the record. Upon review of Individual #2 progress notes for the date of 9/9/24 & 9/28 were not in the record for review.	PR) 12/16/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. This regulation was NOT MET as evidenced by: Upon review of Individual # 1 progress notes for the date of 9/24 was not in the record. Upon review of Individual #2 progress notes for the date of 9/9/24 & 9/28 were not in the record for review. 2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps	1/15/2025

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. All staff are trained on the responsibility of completing case management notes during their shift as part of the onboarding progress. This individual was hired at a management staff and was under the impression other youth counselors were to complete the case management sheet. She expressed in previous job, Resident Manager was not responsible for completing case management sheets. The Program Director met with this individual, as a result she elected to resign from her position due to feeling it was not a good fit for her. Staff did complete progress notes for 09/24, 9/9 and 9/28 prior to leaving. 3. Indicate the frequency for monitoring the plan including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). Monthly 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names. Resident Manager 5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If there are steps in the plan of action that have different planned completion dates, please enter the overall Planned Completion Date on the screen. 01/15/2025	

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			OLR) Accepted 12/17/2024	
12VAC35-46-750. D. (3) - The provider shall develop and implement written policies and procedures to document progress of the resident towards meeting goals and objectives of the individualized service plan that shall include the: 3. Person responsible.	N	Jordan House (current) This regulation was NOT MET as evidenced by: Upon review of Individual # 1 progress notes for the date of 9/24/24 were not in the record. Upon review of Individual #2 progress notes for the date of 9/9/24 & 9/28 were not in the record for review.	PR) 12/16/2024 1. Provide a statement of the issue that led to non-compliance and state how you corrected/will correct the deficient practice in this specific violation. This regulation was NOT MET as evidenced by: Upon review of Individual # 1 progress notes for the date of 9/24 was not in the record. Upon review of Individual #2 progress notes for the date of 9/9/24 & 9/28 were not in the record for review. 2. Include a plan of action to address systematic changes. This may require updating policies, procedures, forms or conducting any needed training or retraining for staff, or other steps that could alleviate the problem in order to minimize the possibility that the violation will occur in the future. **All staff** are trained on the responsibility of completing case management notes during their shift as part of the onboarding progress. This individual was hired at a management staff and was under the impression other youth counselors were to complete the case management sheet. She expressed in previous job, Resident Manager was not responsible for completing case management sheets. The Program Director met with this individual, as a result she elected to resign from her position due to feeling it was not a good fit for her. Staff did complete progress notes for 09/24, 9/9 and 9/28 prior to leaving.	1/15/2025

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			3. Indicate the frequency for monitoring the plan including how it will be monitored (Ex: monthly audits, weekly chart reviews, daily checklist, etc.). Monthly 4. Include the position of the person responsible for monitoring the plan of action. Do not include staff/employee names. Resident Manager 5. Enter the Planned Completion Date and the Actions to be Taken in the Response screen. If there are steps in the plan of action that have different planned completion dates, please enter the overall Planned Completion Date on the screen. 01/15/2025 OLR) Accepted 12/17/2024	

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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.

Delvonne Major, Licensing Specialist	(Signature of Organization Representative)	Date

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