DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
CORRECTIVE ACTION PLAN

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

Date of Inspection: **09-03-2025**
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. (2) - The records of each employee shall include: 2. Educational background and employment history, including dates of employment for each position held and separation;	N	Jordan House (current) This regulation was NOT MET as evidenced by: Per review of Employee #1 and Employee #2 records, there was no proof of educational background in the records for review.	PR) 10/30/2025 1) This regulation was NOT MET as evidenced by: Per review of Employee #1 and Employee #2 records, there was no proof of educational background in the records for review. a) Will obtain both employee 1 and employee 2 high school transcripts. b) Add high school/college transcript to Employee Matrix to obtain before employee begins working. 2) Jordan House (current) This regulation was NOT MET as evidenced by: Per review of the outside building, the outside screen in the kitchen window needs to be replaced. The screen will be replaced by 11/7/2025. The Resident House Manager will conduct a house inspection and record any deficiencies. Deficiencies will forwarded to the Program Director to have corrected within 30 days. OLR) Accepted 11/05/2025	11/7/2025

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
12VAC35-46-590. B. - The interior and exterior of all buildings shall be safe, properly maintained, clean, and in good working order. This includes, but is not limited to, required locks, mechanical devices, indoor and outdoor equipment, and furnishings.	N	Jordan House (current) This regulation was NOT MET as evidenced by: Per review of the outside building, the outside screen in the kitchen window needs to be replaced.	PR) 10/30/2025 a) The screen will be replaced by 11/7/2025. by maintenance worker b)The Resident House Manager will conduct a house inspection and record any deficiencies. Deficiencies will forwarded to the Program Director to have corrected within 30 days. OLR) Accepted 11/05/2025	11/7/2025

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