DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
CORRECTIVE ACTION PLAN

License #: **3905-14-008**
Organization Name: **Beginning Today Youth Services, LLC**

Date of Inspection: **05-18-2022**
Program Type/Facility Name: **14-008 Beginning Today Youth Services**

Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
12VAC35-46-250. B. (1) - Tuberculosis evaluation: 1. At the time of hire or residency at the facility, each individual shall submit the results of a screening assessment documenting the absence of tuberculosis in a communicable form as evidenced by the completion of a form containing, at a minimum, the elements of a current screening form published by the Virginia Department of Health. The screening assessment shall be no older than 30 days.	N	Beginning Today Youth Services This regulation was NOT MET as evidenced by: Staff #2 was hired on 3/30/22 and their TB was not administered until 5/17/22 and read until 5/19/22, which is passed the regulation of completion within 30 days of employment or initial contact with individuals receiving services.	PR) 06/09/2022 Beginning Today Youth Services will ensure that all new hires will obtain TB tests within 30 days of employment or initial contact with individuals receiving services. A copy was sent to the Licensing Specialist. OLR) Accepted 06/14/2022	6/9/2022

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12VAC35-46-300. A. - Separate up-to-date written or automated personnel records shall be maintained for each employee, student/intern, volunteer, and contractual service provider for whom background investigations are required by Virginia statute. Content of personnel records of volunteers, students/interns, and contractual service providers may be limited to documentation of compliance with requirements of Virginia laws regarding child protective services and criminal history background investigations.	N	Beginning Today Youth Services This regulation was NOT MET as evidenced by: Staff #2 did not have letter of eligibility from the Department of Social Services in background folder.	PR) 06/09/2022 Beginning Today Youth Services will ensure that processed Central Registry forms are in the employee's personnel file prior to initial contact with individuals receiving services. Copies of the form and money order will be placed in the employee's personnel file until official Central Registry Search Results are received. BTYS will follow-up with Central Registry personnel within 30 days of not receiving background checks; this will be documented in the employee's file. OLR) Accepted 06/14/2022	6/9/2022
12VAC35-46-300. B. (3) - The records of each employee shall include: 3. Written references or notations of oral references;	N	Beginning Today Youth Services This regulation was NOT MET as evidenced by: staff #2 did not have any reference checks, reference letters, or verification of previous employment history.	PR) 06/09/2022 Beginning Today Youth Services will ensure that notations of oral references will be included in the employee's personnel file prior to initial contact with individuals receiving services. OLR) Accepted 06/14/2022	6/9/2022

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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	Beginning Today Youth Services This regulation was NOT MET as evidenced by: Staff #2 did not have letter of eligibility from the Department of Social Services in background folder.	PR) 06/09/2022 Beginning Today Youth Services will ensure that processed Central Registry forms are in the employee's personnel file prior to initial contact with individuals receiving services. Until letter of eligibility is received, copies of the form and money order will be placed in the employee's personnel file. BTYS will follow-up with Central Registry personnel within 30 days of not receiving background checks; this will be documented in the employee's file. OLR) Accepted 06/14/2022	6/9/2022
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	Beginning Today Youth Services This regulation was NOT MET as evidenced by: Staff #2 was hired on 3/30/22 and their orientation was not completed until 5/17/22, which is passed the regulation of completion within 14 business days.	PR) 06/09/2022 Beginning Today Youth Services will ensure that all new hires will receive orientation within 14 days of employment or initial contact with individuals receiving services. OLR) Accepted 06/14/2022	6/9/2022

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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	Beginning Today Youth Services This regulation was NOT MET as evidenced by: Staff #2 was hired on 3/30/22 and their orientation was not completed until 5/17/22, which is passed the regulation of completion within 14 business days.	PR) 06/09/2022 Beginning Today Youth Services will ensure that all new hires will obtain orientation within 14 days of employment or initial contact with individuals receiving services. BTYS educated quality control staff on ensuring any new hires will have orientation within 14 days. OLR) Accepted 06/14/2022	6/9/2022
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	Beginning Today Youth Services This regulation was NOT MET as evidenced by: Staff #2 was hired on 3/30/22 and their orientation was not completed until 5/17/22, which is passed the regulation of completion within 14 business days.	PR) 06/09/2022 Beginning Today Youth Services will ensure that all new hires will obtain orientation within 14 days of employment or initial contact with individuals receiving services. BTYS educated quality control staff on ensuring any new hires will have orientation within 14 days. OLR) Accepted 06/14/2022	6/9/2022

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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	Beginning Today Youth Services This regulation was NOT MET as evidenced by: Staff #2 was hired on 3/30/22 and their orientation was not completed until 5/17/22, which is passed the regulation of completion within 14 business days.	PR) 06/09/2022 Beginning Today Youth Services will ensure that all new hires will obtain orientation within 14 days of employment or initial contact with individuals receiving services. BTYS educated quality control staff on ensuring any new hires will have orientation within 14 days. OLR) Accepted 06/14/2022	6/9/2022
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	Beginning Today Youth Services This regulation was NOT MET as evidenced by: Staff #2 was hired on 3/30/22 and their orientation was not completed until 5/17/22, which is passed the regulation of completion within 14 business days.	PR) 06/09/2022 Beginning Today Youth Services will ensure that all new hires will obtain orientation within 14 days of employment or initial contact with individuals receiving services. BTYS educated quality control staff on ensuring any new hires will have orientation within 14 days. OLR) Accepted 06/14/2022	6/9/2022

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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	Beginning Today Youth Services This regulation was NOT MET as evidenced by: Staff #2 was hired on 3/30/22 and their orientation was not completed until 5/17/22, which is passed the regulation of completion within 14 business days.	PR) 06/09/2022 Beginning Today Youth Services will ensure that all new hires will obtain orientation within 14 days of employment or initial contact with individuals receiving services. BTYS educated quality control staff on ensuring any new hires will have orientation within 14 days. OLR) Accepted 06/14/2022	6/9/2022
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	Beginning Today Youth Services This regulation was NOT MET as evidenced by: Staff #2 was hired on 3/30/22 and their orientation was not completed until 5/17/22, which is passed the regulation of completion within 14 business days.	PR) 06/09/2022 Beginning Today Youth Services will ensure that all new hires will obtain orientation within 14 days of employment or initial contact with individuals receiving services. BTYS educated quality control staff on ensuring any new hires will have orientation within 14 days. OLR) Accepted 06/14/2022	6/9/2022

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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	Beginning Today Youth Services This regulation was NOT MET as evidenced by: Staff #2 was hired on 3/30/22 and their orientation was not completed until 5/17/22, which is passed the regulation of completion within 14 business days.	PR) 06/09/2022 Beginning Today Youth Services will ensure that all new hires will obtain orientation within 14 days of employment or initial contact with individuals receiving services. BTYS educated quality control staff on ensuring any new hires will have orientation within 14 days. OLR) Accepted 06/14/2022	6/9/2022
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	Beginning Today Youth Services This regulation was NOT MET as evidenced by: Staff #2 was hired on 3/30/22 and their orientation was not completed until 5/17/22, which is passed the regulation of completion within 14 business days.	PR) 06/09/2022 Beginning Today Youth Services will ensure that all new hires will obtain orientation within 14 days of employment or initial contact with individuals receiving services. BTYS educated quality control staff on ensuring any new hires will have orientation within 14 days. OLR) Accepted 06/14/2022	6/9/2022

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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	Beginning Today Youth Services This regulation was NOT MET as evidenced by: Staff #2 was hired on 3/30/22 and their orientation was not completed until 5/17/22, which is passed the regulation of completion within 14 business days.	PR) 06/09/2022 Beginning Today Youth Services will ensure that all new hires will obtain orientation within 14 days of employment or initial contact with individuals receiving services. BTYS educated quality control staff on ensuring any new hires will have orientation within 14 days. OLR) Accepted 06/14/2022	6/9/2022
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	Beginning Today Youth Services This regulation was NOT MET as evidenced by: water temperatures in both bathrooms used by individuals were over the acceptable temperature. LS provided technical assistance in burn prevention until this can be adjusted.	PR) 06/09/2022 On May 19, 2022, water temperature was lowered and tested by maintenance. After retesting the water temperature on May 23, 2022, in the downstairs bathroom the temperature read 111.3 degrees; the water temperature in the upstairs bathroom read 108.6 degrees. OLR) Accepted 06/14/2022	6/9/2022

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General Comments / Recommendations:
Please review, provide actions to be taken or that have been taken to correct any non-compliant regulations, date of when it will or has been corrected, and return back to me through the provider portal.

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.

Donna Cochran, Licensing Specialist	(Signature of Organization Representative)	Date

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