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

Date of Inspection: **08-29-2023**
Program Type/Facility Name: **14-008 Beginning Today Youth Services**

Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
12VAC35-46-1070. C. - The provider shall notify the department within 24 hours of any serious illness or injury, any death of a resident, and all other situations as required by the department. Such reports shall include: 1. The date and time the incident occurred; 2. A brief description of the incident; 3. The action taken as a result of the incident; 4. The name of the person who completed the report; 5. The name of the person who made the report to the placing agency and to either the parent or legal guardian; 6. The name of the person to whom the report was made.	N	Beginning Today Youth Services This regulation was NOT MET as evidenced by: CHRIS Number: 20230001 Date/Time of Discover: 08/10/2023 1:00PM Enter Date/Time: 08/11/2023 4:10PM Reporting Delay: 3:10:00 Location Name: Beginning Today Youth Services	PR) 09/16/2023 The PD was inputting the information about the incident into the CHRIS system but was kicked out of the system several times and was locked out of the system. The PD phoned Regional Advocate to let her know that the PD was locked out of the CHRIS system. The Regional Advocate informed the PD's licensing specialist of the issue. The PD informed the advocate about running out of time to input the info because of being in the ER with the resident for an extended amount of time. To prevent reoccurrence of this type of reporting incident, the PD will make sure to travel with a laptop to any ER visits and will input the information into the CHRIS system more promptly. The PD referred to herself and the CAO by name in the report. Moving forward the PD will refrain from using names and will only use titles when inputting information into the CHRIS system. The PD will monitor this closely to ensure that only titles of the staff are utilized. All incident reports will be checked by the PD after they are written to ensure that staff titles are utilized instead of names. This protocol will be effective today, 8.31.23. OLR) Partially Accepted 09/21/2023 In addition to the above, the provider response needs to include the following: 1. Staff by title who has the primary responsibility to enter incidents into CHRIS.	8/31/2023

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			2. Staff by title who serves as back up to enter incidents into CHRIS when the designated person is unable to do so including nights, weekends, and holidays. 3. Date backups were/will be trained/reeducated on entering information into CHRIS including deadlines. 4. Staff by title who serve in the Delta roles- Administrator, Security Officer and Supervisor. 5. Date(s) Security Officer, who has the ability to reset passwords for the organization, completed training on how to reset passwords. 6. Provider is reminded that user passwords will expire if inactive for over 90 days. To keep passwords active, all users must log in at least once every 89 days. 7. Provider is encouraged to review Office of Licensing CHRIS Training and Guidance documents located on the DBHDS website as a basis for staff training. You will find a document that contains links to the training and guidance documents uploaded within the CAP for your convenience. PR) 10/02/2023 1. Staff by title who has the primary responsibility to enter incidents into CHRIS. Program Director 2. Staff by title who serves as back up to enter incidents into CHRIS when the designated person is unable to do so including nights, weekends, and holidays. CAO 3. Date backups were/will be	

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Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
			trained/reeducated on entering information into CHRIS including deadlines. **Aug =31,2023** 4. Staff by title who serve in the Delta roles- Administrator, Security Officer and Supervisor. **Program Director** 5. Date(s) Security Officer, who has the ability to reset passwords for the organization, completed training on how to reset passwords. **Aug 31,2023** 6. Provider is reminded that user passwords will expire if inactive for over 90 days. To keep passwords active, all users must log in at least once every 89 days. **Currently doing.** 7. Provider is encouraged to review Office of Licensing CHRIS Training and Guidance documents located on the DBHDS website as a basis for staff training. You will find a document that contains links to the training and guidance documents uploaded within the CAP for your convenience. **Aug 31,2023** OLR) Accepted 10/02/2023	

DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
CORRECTIVE ACTION PLAN

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

Date of Inspection: **08-29-2023**
Program Type/Facility Name: **14-008 Beginning Today Youth Services**

Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date

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.

Lakesha Steele, Incident Management Unit	(Signature of Organization Representative)	Date

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