DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
CORRECTIVE ACTION PLAN

License #: **3905-14-009**
Organization Name: **Beginning Today Youth Services, LLC**

Date of Inspection: **01-14-2026**
Program Type/Facility Name: **14-009 Beginning Today Youth Services III**

Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
12VAC35-46-270. B. (1) - A person who assumes or is designated to assume the responsibilities of a position or any combination of positions described in this chapter shall: 1. Meet the qualifications of the position	N	Beginning Today Youth Services III This regulation was NOT MET as evidenced by: During an unannounced conditional inspection on 1/14/26, Employee #1 personnel record did not evidence of education verification confirming they met the qualifications of the position.	PR) 02/04/2026 On January 15, 2026, BTYS's CAO took the reigns of BTYS III as it's Program Director due to the last Program Director (PD) resigning. Employee#1 stepped in to lead the house when the search for a new a PD began. The CAO/PD visits the site at least 2 days per week to meet with staff and residents. OLR) Partially Accepted 02/05/2026Please provide a detailed response on how you will ensure personnel records have documentation of education history going forward, to include a plan of action to ensuring compliance with the regulation going forward, and the title of staff who will monitor to ensure compliance. PR) 02/08/2026 Going forward, CAO will ensure that all personnel records will have evidence of education verification confirming the employee meets the qualifications of the position. This will be be evident by providing the personnel with the appropriate website to obtain their official transcripts. CAO/COO will ensure personnel transcripts indicate the employee is qualified for the position. OLR) Accepted 02/11/2026	2/3/2026

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12VAC35-46-300. B. (7) - The records of each employee shall include: 7. Documentation of educational degrees and of or professional certification or licensure credentials, as applicable;	N	Beginning Today Youth Services III This regulation was NOT MET as evidenced by: During an unannounced conditional inspection on 1/14/26, Employee #1 personnel record did not contain evidence of official education transcripts as required by the job description.	PR) 02/04/2026 An official copy of Employee #1's educational transcripts are housed in his personnel file. OLR) Partially Accepted 02/05/2026Please provide a detailed response on how you will ensure personnel records have documentation of education transcripts as required by provider job description going forward, to include a plan of action to ensuring compliance with the regulation going forward, and the title of staff who will monitor to ensure compliance. PR) 02/08/2026 Although the transcripts where individual 1's personnel file, going forward, CAO will continue to ensure that within 30 days of the employee's hire date, all required documentation of educational degrees and/or professional certification are placed in the employee's personnel file as evident of the employee record review sheet located in the front of the employee's personnel file. During the initial interview, employees will be given the parchment website in order to obtain their official transripts. OLR) Accepted 02/11/2026	1/15/2026

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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	Beginning Today Youth Services III This regulation was NOT MET as evidenced by: During an unannounced conditional inspection on 1/14/26, the bathroom ceiling had what appeared to be visible mold on the ceiling over the shower.	PR) 02/04/2026 1. A memo outlining BTYS's stance on cleanliness and mold mitigation was sent out to all staff. The memo demonstrates that we have the done the research around this topic and took the feedback from the inspection very seriously. 2. Policy and SOP--A policy was created, adopted, and reviewed surrounding cleanliness and mold mitigation which aligns with the CDC and EPA standards. The purpose of the policy aims to prevent, detect, and address bathroom mold and mildew caused by moisture and poor ventilation. The policies are applicable to BTYS residential bathrooms. 3. Bathroom Mold and Mildew Checklist-- a checklist was created for staff to complete weekly; Leadership will review monthly for QAPI purposes. 4. Training with attestation embedded into the quiz--This is how BTYS is demonstrating compliance with staff training on the policy and expectations. OLR) Accepted 02/05/2026	1/24/2026

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12VAC35-46-750. F. - Staff responsible for daily implementation of the resident's individualized service plan shall be able to describe the resident's behavior in terms of the objectives in the current ISP.	N	Beginning Today Youth Services III This regulation was NOT MET as evidenced by: During an unannounced conditional inspection on 1/14/26, Individual #1 and #2 daily progress notes and therapy notes do not describe the individuals' behaviors and staff supports in terms of the ISP goals and objectives.	PR) 02/04/2026 A virtual meeting was held on January 14, 2026 at 6pm with all staff retraining them on daily progress notes writing. Daily Progress Notes are to include the Behavior, Intervention, Response, and Plan (BIRP) for staff (and individual residents) to document how progress towards each resident's goal(s) are precisely being met. Multiple scenarios were given for staff to engage in during the virtual session. Training documents were visually shared during the training session. Each staff member acknowledged that they understood the training during the virtual session. Members of Leadership met with and worked with each staff member during their next shift and continued to do so until each staff member was able to demonstrate proficiency of writing notes using BIRP style. OLR) Accepted 02/05/2026	2/2/2026
12VAC35-46-850. C. - Policies shall include training requirements necessary for employees or contractors who are authorized to administer medications. Medications shall be administered only by persons authorized to do so by the Drug Control Act (§ 54.13400 et seq. of the Code of Virginia).	N	Beginning Today Youth Services III This regulation was NOT MET as evidenced by: During an unannounced conditional inspection on 1/14/26, Employee #2 personnel record did not contain evidence of medication administration training.	PR) 02/04/2026 BTYS created and implemented a leveled system of employment which distinguishes Med Tech Certified employees from those who do not hold the Med Tech certification. Childcare Workers Level A are the employees who are hired without a med tech certification but will have the opportunity to participate in training to become Med Tech certified within 6-months of hire. Childcare Worker Level B are the employees who hold a Med Tech certification either when hired or after being Level A and successfully completing the Med Tech training. OLR) Accepted 02/05/2026	1/30/2026

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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.

Breanna Goad, Licensing Specialist	(Signature of Organization Representative)	Date

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