DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
CORRECTIVE ACTION PLAN

Investigation ID: **307**
License #: **630-14-001**
Organization Name: **Hughes Center for Exceptional Children**

Date of Inspection: **02-26-2026**
Program Type/Facility Name: **14-001 The Hughes Center**

Standard(s) Cited	Comp	Description of Noncompliance	Actions to be Taken	Planned Comp. Date
12VAC35-46-660. H. - Entries in a resident's record shall be current, dated, and authenticated by the person making the entry. Errors shall be corrected by striking through and initialing.	N	The Hughes Center This regulation was NOT MET as evidenced by: During an unannounced inspection on 2/26/2026, resident records did not contain documentation of therapy was being provided as stated in the residents' treatment plans. Individual #1 record only contain evidence that therapy had been provided on 2/2/26, 2/3/26, and 2/4/26. Individual #2 record did not contain any documented evidence that therapy had been provided in February at all. And Individual #3 record did not contain evidence of therapy being provided since 2/18/26.	PR) 04/27/2026 In response to the CAP regarding notes. Therapists were initially handwriting notes, dictating and printing which caused a delay in notes being in the MR. The Hughes Center does not have an electronic record. A training form was completed with therapists on 02/26/26 outlining expectations of completing notes in a timely manner. In addition, a form is completed for each session if a note is not completed on day of service. This note assesses MSE, outlines therapy session, date of session and dictation time and date. This does not replace the note. This was implemented on 02/26/26. OLR) Partially Accepted 05/04/2026Please respond with how you will comply with the regulation to ensure that residents'' records will contain notes and documentation that are current, dated, and authenticated by the person making the entry. And please define timely manner as part of your expectations for staff submissions. PR) 05/06/2026 Therapist have been trained and signed off that notes are due on day of service. The therapist were trained and signed off that they are to complete notes within 24 hrs after dictation. The form completed by therapists is to show date and time of dictation. The records are audited on a daily basis and turned into DCS daily. OLR) Accepted 05/06/2026	2/26/2026

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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