



IDAHO DEPARTMENT OF
HEALTH & WELFARE

Division of Licensing & Certification

DDA/ResHab Certification - Statement of Deficiencies

Agency:	Advocates for Inclusion	Region(s):	3 & 4
Agency Type:	DDA	Survey Dates:	14 Sep 2016 – 15 Sep 2016
Certificate(s):	3ADVOINC082 DDA-1150	Certificate(s) Granted:	<input type="checkbox"/> 6 - Month Provisional <input type="checkbox"/> 1 - Year Full <input checked="" type="checkbox"/> 3 - Year Full

Rule Reference/Text	Findings	Agency's Plan of Correction (Please refer to the Statement of Deficiencies cover letter for guidance)	Date to be Corrected (mm/dd/yyyy)
<p>16.03.21.500.03.f. 500.FACILITY STANDARDS FOR AGENCIES PROVIDING CENTER-BASED SERVICES. The requirements in Section 500 of this rule, apply when an agency is providing center-based services. 03. Fire and Safety Standards. f. All hazardous or toxic substances must be properly labeled and stored under lock and key; and (7-1-11)</p>	<p>Review of agency's Boise center revealed that hazardous and toxic substances were not stored under lock and key.</p> <p>Cleaning agents were found below the kitchen sink and not in a locked cabinet.</p> <p>Citation was corrected at the time of survey. Items were moved to the cleaning closet that is under lock and key.</p>	<p>1. <i>What corrective action(s) will be taken? The action of moving the items was completed at the time of the survey. However, additionally the cleaning crew and office staff were reminded that they needed to ensure appropriate storage of cleaning materials.</i></p> <p>2. <i>How will the agency identify participants who may be affected by the deficiency(s)? If participants are identified, what corrective action will be taken? AFI provides annual training to all staff; however, contracted cleaning crews do not always get that training. It was determined that they must be trained in appropriate procedures and</i></p>	<p>10/3/2016</p>



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		<p><i>reminded in an ongoing manner that the established system of keeping all cleaning supplies under lock needs to be maintained at all times.</i></p> <p><i>3. Who will be responsible for implementing each corrective action? The Administrator.</i></p> <p><i>4. How will the corrective action(s) be monitored to ensure consistent compliance with IDAPA Rules? The Administrator will do checks of supplies when doing other monthly checks at that location and document the check.</i></p>	
<p>16.03.21.500.04. 500.FACILITY STANDARDS FOR AGENCIES PROVIDING CENTER-BASED SERVICES. The requirements in Section 500 of this rule, apply when an agency is providing center-based services. 04. Evacuation Plans. Evacuation plans must be posted throughout the center. Plans must indicate point of orientation, location of all fire extinguishers, location</p>	<p>Review of agency's Boise center revealed that fire evacuation plans did not include all fire extinguishers.</p>	<p><i>1. What corrective action(s) will be taken? Two new signs showing the location of all the fire extinguishers were printed and posted at the location.</i></p> <p><i>2. How will the agency identify participants who may be affected by the deficiency(s)? If participants are identified, what corrective action will be taken? No participants or staff were affected but guests may be so the signs</i></p>	<p>10/3/2016</p>



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of all fire exits, and designated meeting area outside of the building. (7-1-11)		<p>were posted.</p> <p>3. Who will be responsible for implementing each corrective action? The Administrator.</p> <p>4. How will the corrective action(s) be monitored to ensure consistent compliance with IDAPA Rules? During the quarterly fire drills the administrator will ensure that fire evacuation plans are specific to the location and the check will be documented.</p>	
<p>16.03.21.500.05.b. 500.FACILITY STANDARDS FOR AGENCIES PROVIDING CENTER-BASED SERVICES. The requirements in Section 500 of this rule, apply when an agency is providing center-based services. 05. Food Safety and Storage. b. When the agency does not provide food service for participants, it must keep refrigerators and freezers used to store participant lunches and other perishable foods in good repair and</p>	<p>Review of agency's Boise center revealed that the freezer used to store food for participants did not include a thermometer.</p> <p>Citation was corrected at the time of survey. Freezer thermometer was purchased for the Boise center location.</p>	<p>1. What corrective action(s) will be taken? The action of getting the thermometers for both the Nampa and Boise locations were installed at the time of the survey.</p> <p>2. How will the agency identify participants who may be affected by the deficiency(s)? If participants are identified, what corrective action will be taken? AFI provides initial training for all staff. AFI added on proper food storage procedures to the initial training.</p>	10/3/2016



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equipped with an easily readable thermometer. Refrigerators must be maintained at forty-one degrees Fahrenheit (41°F) or below. Freezers must be maintained at ten degrees Fahrenheit (10°F) or below. (7-1-11)		<p>3. Who will be responsible for implementing each corrective action? The Administrator.</p> <p>4. How will the corrective action(s) be monitored to ensure consistent compliance with IDAPA Rules? The Administrator will do refrigerator/freezer checks when doing other monthly checks at both location. The checks will be documented.</p>	

<p>Agency Representative & Title: Laura Sandidge, Ph.D.; Administrator</p> <p><i>* By entering my name and title, I agree to implement this plan of correction as stated above.</i></p>	<p>Date Submitted: 10/4/2016</p>
<p>Department Representative & Title:</p> <p><i>* By entering my name and title, I approve of this plan of correction as it is written on the date identified.</i></p>	<p>Date Approved: 10/6/2016</p>