



IDAHO DEPARTMENT OF  
HEALTH & WELFARE

Division of Licensing & Certification

DDA/ResHab Certification - Statement of Deficiencies

<b>Agency:</b>	Excellence In Everyone LLC	<b>Region(s):</b>	7
<b>Agency Type:</b>	DDA	<b>SurveyDates:</b>	10/11/16-10/12/16
<b>Certificate(s):</b>	DDA-336	<b>Certificate(s) Granted:</b>	<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)
16.03.21.009.01 009. CRIMINAL HISTORY AND BACKGROUND CHECK REQUIREMENTS. 01. Verification of Compliance. The agency must verify that all employees, subcontractors, agents of the agency, and volunteers delivering DDA services have complied with IDAPA 16.05.06, "Criminal History and Background Checks." (7-1-11)	<p>One of four employee record review lacked verification the employee delivering DDA services complied with the Criminal History and Background Check rules.</p> <p>For example: Employee 3's record lacked documentation the employee completed the application, signed and notarized the document prior to working with participants. The employee's date of hire and start date was 04/13/16 and the application was not completed, signed and notarized until 05/04/16.</p>	<ol style="list-style-type: none"> <li>Each background check will be notarized immediately following completion of application, prior to orientation, observations, and working with participants.</li> <li>All future staff will follow this new protocol which will ensure safety for participants.</li> <li>Administrators/personnel over orientation</li> <li>Scheduling staff/office manager will ensure background check has been completed prior to having new staff to observe or adding them to the schedule.</li> </ol>	10/18/2016
16.03.21.500.03.a. 500.FACILITY STANDARDS FOR AGENCIES	The agency lacked documentation a fire inspection was completed for 2015.	<ol style="list-style-type: none"> <li>We are unable to correct this deficiency as 2015 has past. For future</li> </ol>	10/18/2016



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<p>PROVIDING CENTER-BASED SERVICES. The requirements in Section 500 of this rule, apply when an agency is providing center-based services.</p> <p>03. Fire and Safety Standards.</p> <p>a. Buildings on the premises must meet all local and state codes concerning fire and life safety that are applicable to a DDA. The owner or operator of a DDA must have the center inspected at least annually by the local fire authority and as required by local city or county ordinances. In the absence of a local fire authority, such inspections must be obtained from the Idaho State Fire Marshall's office. A copy of the inspection must be made available to the Department upon request and must include documentation of any necessary corrective action taken on violations cited; (7-1-11)</p>		<p><i>years, the fire inspection will be added to our annual calendar to be completed.</i></p> <p><i>2. Fire inspection has been added to our annual calendar to ensure completion in 2017.</i></p> <p><i>3. Administrators / Office manager</i></p> <p><i>4. Fire Inspection verification will be added to the regular QA process.</i></p>	
<p>16.03.21.500.04.a.</p> <p>500.FACILITY STANDARDS FOR AGENCIES PROVIDING CENTER-BASED SERVICES. The requirements in Section 500 of this rule, apply when an agency is providing center-</p>	<p>The agency lacked documentation the DDA conducted quarterly fire drills.</p> <p>For example: The agency lacked documentation of a fire</p>	<p><i>1. Quarterly dates have been added to the Fire Drill Documentation forms to ensure each quarter has at least one drill. For example, the form now clearly identifies the quarter: January-March,</i></p>	<p><i>10/18/2016</i></p>



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<p>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 of all fire exits, and designated meeting area outside of the building. a. The DDA must conduct quarterly fire drills. At least two (2) times each year these fire drills must include complete evacuation of the building. The DDA must document the amount of time it took to evacuate the building; and (7-1-11)</p>	<p>drill conducted between 01/16 and 03/16.  <b>Repeat deficiency from survey 12/11/13.</b></p>	<p><i>April-June, July-September, and October-December.</i> <i>2. Regular fire drills have been added to the activities calendar each month to ensure it gets completed more often than necessary.</i> <i>3. Administrators/office manager</i> <i>4. Fire Drills will be added to the regular QA process.</i></p>	

<p><b>Agency Representative &amp; Title:</b> Lori Olsen, Administrator * By entering my name and title, I agree to implement this plan of correction as stated above.</p>	<p><b>Date Submitted:</b>10/18/2016</p>
<p><b>Department Representative &amp; Title:</b> Pam Loveland-Schmidt, Licensing &amp; Certification * By entering my name and title, I approve of this plan of correction as it is written on the date identified.</p>	<p><b>Date Approved:</b>10/26/2016</p>