



IDAHO DEPARTMENT OF  
HEALTH & WELFARE

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April 27, 2012

Jerome Perner, Administrator  
Meridian Developmental Services  
40 West Franklin Road, Suite I  
Meridian, ID 83642-2992

Dear Mr. Perner:

Thank you for submitting the Plan of Correction for Meridian Developmental Services dated April 24, 2012. Developmental Disabilities Certification staff have reviewed and accepted the Plan of Correction in response to the recertification survey findings. As a result, we have issued Meridian Developmental Services a full three-year certificate effective from May 14, 2012, through May 13, 2012.

According to IDAPA 16.03.21.125.02, this certificate is contingent upon correction of deficiencies. Your agency is required to submit documentation to substantiate that your Plan of Correction has been implemented. Please submit these documents with references to citations clearly marked, following the order listed on the Statement of Deficiencies. Documentation must be submitted within seven days of the date of completion listed on your agency's Plan of Correction. All supporting documentation must be submitted no later than May 14, 2012. You may submit supporting documentation as follows:

Fax: 364-1811  
Email: [ALC@dhw.idaho.gov](mailto:ALC@dhw.idaho.gov)  
Mail: Eric Brown, Supervisor  
Developmental Disabilities Certification Program  
P.O. Box 83720  
Boise, ID 83720-0009  
Deliver: 3232 Elder Street  
Boise, ID 83705

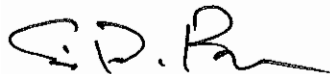
Jerome Perner, Administrator

April 26, 2012

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Thank you for your patience while accommodating us through the survey process. If you have any questions, you can reach me if at 364-1906.

Sincerely,

A handwritten signature in black ink, appearing to read "E.D. Brown". The signature is fluid and cursive, with the first letters of each name being capitalized and prominent.

ERIC D. BROWN

Supervisor

Developmental Disabilities Certification Program

EDB/slm

Enclosures

1. DDA Certificate
2. Accepted Plan of Correction

# Statement of Deficiencies

Developmental Disabilities Agency

Meridian Developmental Services  
04MDS157


40 W Franklin Rd Ste I  
Meridian, ID 83642-2992  
(208) 888-6068

Survey Type: Recertification

Entrance Date: 4/10/2012

Exit Date: 4/11/2012

Initial Comments: Survey Team: Eric Brown, DDA/ResHab Program Supervisor, Division of Licensing and Certification.

Rule Reference/Text	Category/Findings	Plan of Correction (POC)
16.03.10.658.02.b.v 658. GENERAL STAFFING REQUIREMENTS FOR AGENCIES. 02. General Staffing Requirements for Agencies. b. Other required staffing. The agency must have available, at a minimum, the following personnel, qualified in accordance with Section 657 of these rules, as employees of the agency or through formal written agreement: (7-1-11) v. Psychologist; and (7-1-11)	Staffing  Review of agency documentation revealed that the agency did not have a current contract with a psychologist prior to the survey.  Note: the agency obtained a contract with a psychologist during the survey. The agency is required to answer questions 2-4 on the Plan of Correction.	2) MDS will review all participant files to determine if any psychological evaluations are needed. If any are needed MDS will schedule them.  3) The MDS Program Manager and Developmental Specialist will review all participant files for missing psychologicals; and the Program Manager will insert the requirement to review contract staff files on to the MDS QA Checklist. The Administrator will oversee and sign off on the QA Checklist when the reviews occur.  4) MDS will incorporate reviewing contract files as part of their QA Checklist. This will occur at least every 6 months.  5) MDS will review all participant files, schedule evaluations, and amend their QA system by 5/7/12.
Scope and Severity:	Isolated / No Actual Harm - Potential for Minimal Harm	Date to be Corrected: 5/7/12 Administrator Initials: 

Rule Reference/Text	Category/Findings	Plan of Correction (POC)
<p>16.03.21.009.01</p> <p>009. CRIMINAL HISTORY AND BACKGROUND CHECK REQUIREMENTS.</p> <p>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>	<p>Criminal History</p> <p>Review of agency documentation revealed that criminal history clearance had not been verified for Staff #6 and Contracted Staff #3.</p> <p>Note: criminal history clearance documentation was obtained for Contracted Staff #3 during the course of the survey.</p>	<p>1) MDS took staff #6 off the work schedule until the criminal history and background check is completed, and staff #6 is cleared to work. (This occurred 4/11/12 within the 21 day required by the Criminal History and Background Unit).</p> <p>MDS will amend its New Staff Orientation Sheet to include scheduling a criminal history and background check upon day of employment, and track the 21 days allowed. MDS will create a New Contract Staff Orientation Sheet to specify the requirement of a criminal history and background check be on file.</p> <p>2) MDS will interview all participants who worked with staff #6 to determine if they were safe during their interactions. If MDS ascertains that there was cause for concern MDS will contact Adult Protection, and the Criminal History and Background Unit.</p> <p>3) The Program Manager will amend the New Staff Orientation Sheet, and create a New Contract Staff Orientation Sheet. The Program Manager will create an interview form to document the participant interview findings. The Developmental Specialist, and the LPC will interview each participant. The Administrator will review the findings if there is cause for concern.</p> <p>4) MDS will amend its New Staff Orientation Sheet to include scheduling a criminal history and background check upon day of employment, and track the 21 days allowed on the new staff's time sheet. MDS will create a New Contract Staff Orientation Sheet to specify the requirement of a criminal history and background check be on file, MDS will incorporate reviewing staff files as part of their QA Checklist. This will occur at least every 6 months, depending on number of employee hires.</p> <p>5) MDS will complete all corrective actions by 5/7/12</p>

**Scope and Severity:** Pattern / No Actual Harm - Potential for Minimal Harm

**Date to be Corrected:** 5/7/12

**Administrator Initials:** [Signature]

**Administrator Signature (confirms submission of POC):** [Signature: J. Perner] **Date:** 4-24-12

**Team Leader Signature (signifies acceptance of POC):** [Signature: E. P. R.] **Date:** 4/26/12