



IDAHO DEPARTMENT OF
HEALTH & WELFARE

C.L. "BUTCH" OTTER – Governor
RICHARD M. ARMSTRONG – Director

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LICENSING AND CERTIFICATION
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September 28, 2012

Kendra Ellis, Director of Supported Living
Marcy Howell, Program Manager
SL Start
25 W. Nora Avenue
Spokane, WA 99205

Re: 07/27/12 SL Start Region VI non-compliance with Criminal History Clearance requirements

Dear Ms. Ellis & Ms. Howell:

Thank you for submitting SL Start's Plan of Correction for Residential Habilitation services dated September 20, 2012. The Department has reviewed and accepted the Plan of Correction in response to the Department's Compliance Review findings.

According to IDAPA 16.04.17.501.02, your certificate is contingent upon the correction of deficiencies. The supporting documentation addressed in your plan of correction will be reviewed during your next survey. Please ensure your agency quality assurance processes continue to implement and monitor rule compliance.

Thank you for your assistance through the survey process.

Sincerely,

Pam Loveland-Schmidt, Adult & Child DS
Medical Program Specialist
Licensing and Certification
208-239-6267
lovelanp@dhw.idaho.gov

Enclosure



Submit by Email

Print Form

Statement of Deficiencies

Residential Habilitation Agency

SL Start and Associates -- Pocatello
RHA-3787

1070 Hiline Rd Ste 325
Pocatello, ID 83201
(208) 478-0218

Survey Type: Investigation

Entrance Date: 7/27/2012

Exit Date: 7/27/2012

Initial Comments: Investigator: Pam Loveland-Schmidt, Medical Program Specialist, Division of Licensing and Certification.

Rule Reference/Text	Findings	Plan of Correction	Date to be Corrected
<p>16.04.17.301.03.j 301. PERSONNEL. 03. Personnel Records. A record for each employee must be maintained from date of hire for not less than one (1) year after the employee is no longer employed by the agency, and must include at least the following: (3-29-12) j. Verification of satisfactory completion of criminal history checks in accordance with IDAPA 16.05.06, "Criminal History and Background Checks"; and (3-20-04)</p>	<p>One of one employee record reviewed (Employee 1) lacked verification that the employee satisfactorily completed the Department of Health and Welfare criminal history check in accordance with IDAPA 16.05.06, "Criminal History and Background Checks." For example, Employee 1's record lacked documentation that the individual received a DHW criminal history clearance prior to working with participants. The agency documentation stated the individual's hire date was 11/28/2011. The training, which included "in home" training, was conducted from 12/03/2011 to 12/04/2011, which was prior to the criminal history clearance on 02/10/2012.</p>	<p>1. The Administrator was re-trained on the process of how to monitor and check on the status of all backgrounds. This information is maintained in a spreadsheet to allow for tracking until a new employee is cleared through the CHU system. 2. A review was conducted of all current employee files which verified that all existing employees are in compliance with IDAPA rule. 3. The Administrator sends on a weekly basis all background information to the human resources department in Spokane. This ensures that two people are maintaining the background status of all new and existing employees to avoid future lapses in clearance. 4. All of the above steps have already been implemented by 9/17/12 by the Administrator</p>	<p>09/17/2012</p>

Administrator/Provider Signature:

Kendle Eli

Date: 9/20/12

Department POC Approval Signature:

Pam Loveland-Schmitt

Date: 9/28/12

If deficiencies are cited, an approved plan of correction is requisite to continued program participation.