



IDAHO DEPARTMENT OF
HEALTH & WELFARE

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November 4, 2011

Victor Brotherton-Manna, LCSW, DS, Administrator
North Idaho Children's Mental Health, PLLC
1717 West Ontario Street
Sandpoint, ID 83864

Dear Mr. Brotherton-Manna:

Thank you for submitting the Plan of Correction for North Idaho Children's Mental Health, PLLC. Licensing and Certification staff have reviewed and accepted the Plan of Correction in response to the Department's Compliance Review findings. As a result, we have issued North Idaho Children's Mental Health, PLLC a full three-year certificate effective from November 11, 2011, through November 10, 2014.

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 the reference to the citation clearly marked, following the order listed on the Statement of Deficiencies. Please submit supporting documentation 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 January 24, 2012. You may submit supporting documentation as follows:

Fax: (208) 364-1811
Email: ALC@dhw.idaho.gov
Mail: Licensing & Certification
DDA/ResHab Survey & Certification
PO Box 83720
Boise, ID 83720-0009
Deliver: 3232 Elder Street, Boise, Idaho

Victor Brotherton-Manna, LCSW, DS, Administrator
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Thank you for your patience and accommodating us through the survey process. If you have any questions, you can reach me at (208) 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
DDA/ResHab Survey and Certification Program

EDB/sm

Enclosures

Statement of Deficiencies

Developmental Disabilities Agency

North Idaho Children's Mental Health, PLLC

1717 W Ontario St

DDA-1140

Sandpoint, ID 83864

(208) 265-6798

Survey Type: Recertification**Entrance Date:** 10/12/2011**Exit Date:** 10/14/2011**Initial Comments:** Survey Team: Pete Peterson, FACS North Hub Supervisor; and Eric Brown, Licensing & Certification Program Supervisor.

Rule Reference/Text	Category/Findings	Plan of Correction (POC)
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. (7-1-11) 03. Fire and Safety Standards. (7-1-11) f. All hazardous or toxic substances must be properly labeled and stored under lock and key; and (7-1-11)	Building Standards During the facility walk-through, it was determined that the storage area containing hazardous chemicals was unlocked.	<ol style="list-style-type: none"> 1. A new lock for this door was obtained on the day of the audit and installed. 2. All the clients would have been affected as the door to the storage room was unlocked. The door is now locked all the time. The clients can no longer access that room at any time. 3. The Maintenance Manager is responsible for all the cleaning and stocking of chemicals for cleaning the building. He is the only one in the building that needs to access that room. He will keep it locked at all times and only access it when needed. His supervisor is the Business Manager and she will house an additional key in her office and only access it in the event he is sick or on vacation. 4. The Building Manager can conduct 4 spot checks a year to ensure the room is locked. These will occur on a random basis and she will document them on the fire safety page. 5. The corrective action took place on 10/13/2011.

Scope and Severity: Isolated / No Actual Harm - Potential for More Than Minimal Harm **Date to be Corrected:** 11/2/2011 **Administrator Initials:** 

Rule Reference/Text	Category/Findings	Plan of Correction (POC)
<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-based services. (7-1-11)</p> <p>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. (7-1-11)</p> <p>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>Building Standards</p> <p>Review of agency documentation revealed that the agency failed to conduct quarterly fire drills. A gap between fire drills from April 18, 2010, to May 12, 2011, was identified.</p>	<p>1. There will be quarterly fire drills from now on. They will all be facility wide, evacuation drills. Each room in the building has an evacuation plan by the door.</p> <p>2. All clients are affected by this policy. At the time of each drill, the participants in the building are affected. They will practice identifying a fire drill alarm and evacuating the building in a safe and speedy manner. The procedure is in place in our policies. We just failed to understand that we needed 4 a year.</p> <p>3. The Building Manager and Maintenance Manager will work together to identify a day each quarter to conduct a surprise evacuation of the clients and staff in the building at the time. The staff will follow the policy already in place to assist the client's in leaving the building by using the evacuation plan on each door in the building. The Maintenance Manager will time the building evacuation, note issues and perform a final run through of the entire building to ensure all have exited the building. He will meet all at the designated spot and facilitate a discussion on the problem spots. He will then write this on the fire evacuation form and utilize it to improve the next quarterly evacuation.</p> <p>4. Maintenance Manager will be the staff in charge of implementation.</p> <p>5. The Building manager will provide support and oversight to to the Maintenance Manager.</p> <p>6. The above staff with the Administrator will meet on November 2 to review and pick the next quarterly evacuation date. That will be the beginning of the quarterly fire drills.</p>

Scope and Severity: Pattern / No Actual Harm - Potential for More Than Minimal Harm **Date to be Corrected:** 11/2/2011 **Administrator Initials:** 

Administrator Signature (confirms submission of POC):  **Date:** 10/25/2011

Team Leader Signature (signifies acceptance of POC):  **Date:** 11/7/11