



IDAHO DEPARTMENT OF  
HEALTH & WELFARE

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March 19, 2012

Tracy Hofius, Administrator  
North Star Child Development Center  
180 West Clayton Avenue  
Coeur d'Alene, ID 83815

Dear Ms. Hofius:

Thank you for submitting the Plan of Correction for North Star Child Development Center in response to the recertification survey concluded on February 17, 2012. The Department has reviewed and accepted the Plan of Correction. As a result, we have issued North Star Child Development Center a three year certificate effective from April 1, 2012, through March 31, 2015.

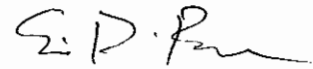
According to IDAPA 16.03.21.125.02, this certificate is contingent upon correction of deficiencies. Your agency is required to submit documentation to substantiate that your Plan of Correction has been implemented. Please submit these documents with references to citations clearly marked, following the order listed on the Statement of Deficiencies. All supporting documentation must be submitted no later than **May 24, 2012**. You may submit supporting documentation as follows:

Fax: (208) 364-1811  
Email: [ALC@dhw.idaho.gov](mailto:ALC@dhw.idaho.gov)  
Mail: Department of Health & Welfare  
DD Survey & Certification  
P.O. Box 83720  
Boise, ID 83720-0009  
Deliver: 3232 Elder Street, Boise, Idaho

Tracy Hofius, Administrator  
March 19, 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 (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  
DD Survey & Certification

EDB/slm

Enclosures

Submit by Email

Print Form

# Statement of Deficiencies

Developmental Disabilities Agency

North Star Child Development Center 1NSCDC136	180 W Clayton Ave Coeur d'Alene, ID 83815 (208) 765-6828
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Survey Type: Recertification

Entrance Date: 2/14/2011


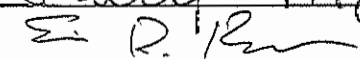
Exit Date: 2/17/2012

Initial Comments: Survey Team: Pete Peterson - FACS North Hub Program Supervisor, Eric Brown - L&C DDA/ResHab Program Supervisor

Rule Reference/Text	Category/Findings	Plan of Correction (POC)
16.03.10.653.04.a.iii  653. REQUIREMENTS FOR A DDA PROVIDING SERVICES TO CHILDREN AGES THREE THROUGH SEVENTEEN AND ADULTS RECEIVING IBI OR ADDITIONAL DDA SERVICES PRIOR AUTHORIZED UNDER THE EPSDT PROGRAM. 04. Individual Program Plan (IPP) Definitions. The delivery of each service on a plan of service must be defined in terms of the type, amount, frequency, and duration of the service. (7-1-11) a. Type of service refers to the kind of service described in terms of: (7-1-11) iii. Whether the service is home, community, or center-based. (7-1-11)	Program Documentation (data/progress)  Review of agency documentation revealed that documentation in [Participant B]'s file did not include the location of the service provided.	A standardized IPP template with a column specifically documenting service location has been disseminated to Developmental Specialists so that the structure of the document is not adjusted. A training has been held for the DS team to reiterate requirements and demonstrate the standardized template. The person responsible for correcting deficiency and maintaining future compliance will be the Program Manager, Carri Kruenegel. Participant files were reviewed to ensure that no other documents were out of compliance. In order to ensure future compliance IPPs will be reviewed by the Program Manager upon submission to ensure discrepancies are immediately corrected.

Developmental Disabilities Agency		North Star Child Development Center	2/17/2012
<b>Scope and Severity:</b> Isolated / No Actual Harm - Potential for Minimal Harm		<b>Date to be Corrected:</b> 3/10/12	<b>Administrator Initials:</b> TH
<b>Rule Reference/Text</b>	<b>Category/Findings</b>	<b>Plan of Correction (POC)</b>	
16.03.21.009.01	Criminal History		
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)	Review of agency documentation revealed that the agency did not possess documentation that its contracted Social Worker had passed a Department of Health and Welfare criminal history background check.	<p>North Star Child Development Center identified during self assessment that the contractor's background check was not in their file. At this time the contractor was asked to schedule a new background check and had an appointment for 2/27/2012 to ensure the safety of participants. If contractor fails to clear the background check, the agency will locate another contractor for services.</p> <p>The agency reviewed the deficiency and did not identify any participants that were directly affected. Tracy Hofius, the Administrator for North Star will be responsible to ensure that all contractors possess the requirements per IDAPA.</p> <p>For continued compliance Administrator has created checklist of IDAPA requirements for all Contractors of the agency to ensure all items are in their file, upon each renewal or new contractor the administrator will review checklist to ensure contractor meets all of the criteria.</p> <p>As of 3/8/2012 the contractor received a H&amp;W background clearance and is in their file.</p>	
<b>Scope and Severity:</b> Isolated / No Actual Harm - Potential for Minimal Harm		<b>Date to be Corrected:</b> 3/8/2012	<b>Administrator Initials:</b> TH

Rule Reference/Text	Category/Findings	Plan of Correction (POC)
<p>16.03.21.915.11.d</p> <p>915. POLICIES AND PROCEDURES REGARDING DEVELOPMENT OF SOCIAL SKILLS AND MANAGEMENT OF MALADAPTIVE BEHAVIOR.</p> <p>Each DDA must develop and implement written policies and procedures that address the development of participants' social skills and management of maladaptive behavior. These policies and procedures must include statements that address: (7-1-11)</p> <p>11. Appropriate Use of Interventions. Ensure interventions used to manage participants' maladaptive behavior are never used: (7-1-11)</p> <p>d. By untrained or unqualified staff. (7-1-11)</p>	<p>Staff Qualifications</p> <p>Review of agency documentation revealed that [Staff #8] had performed a physical restraint on a participant, yet the staff's restraint training certification expired in 2006 and was completed when the staff worked for another agency.</p>	<p>North Star Child Development Center has held a training with all DD staff to ensure physical restraints were not used on any participant, unless it is stated in the participants plan, and that only staff members possessing certification of proper restraining procedures could implement this practice. Program Manager and Administrator identified individuals with current certifications. At this time there are no participants receiving any restraint practices. The Program Manager, Carri Kruegel, will ensure restraints are not being used unless it is pre approved and written into a participants plan, and only by certified staff. The Program manager will monitor all programs and ensure staff do not use any restraints unless preauthorized. At this time all staff have been informed of North Star's policy. North Star will ensure if there is a need for restraints, staff will be adequately trained by an approved restraint method.</p>

<p><b>Scope and Severity:</b> Isolated / No Actual Harm - Potential for Minimal Harm</p>	<p><b>Date to be Corrected:</b> 3/10/2012</p>	<p><b>Administrator Initials:</b></p>
<p><b>Administrator Signature (confirms submission of POC):</b></p> 	<p><b>Date:</b> 3/13/2012</p>	
<p><b>Team Leader Signature (signifies acceptance of POC):</b></p> 	<p><b>Date:</b> 3/19/12</p>	