### Findings

<table>
<thead>
<tr>
<th>Rule Reference/Text</th>
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<tbody>
<tr>
<td>16.30.2.410.01.b.</td>
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### Agency's Plan of Correction

<table>
<thead>
<tr>
<th>Date to be Corrected (mm/dd/yyyy)</th>
<th>Cover Letter for Edudcato (please refer to the explanation of deficiencies)</th>
<th>Agency's Plan of Correction</th>
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</thead>
<tbody>
<tr>
<td>5/21/2019</td>
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### DDA/Residential Certification - Statement of Deficiencies

<table>
<thead>
<tr>
<th>X</th>
<th>3 - Year Full</th>
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<tbody>
<tr>
<td></td>
<td>1 - Year Full</td>
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<tr>
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<td>6 - Month Provisional</td>
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<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Certificate(s):</td>
<td>DDA-5367</td>
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<table>
<thead>
<tr>
<th>DDA Type:</th>
<th>DDA</th>
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<tr>
<td>Agency:</td>
<td>Medicaid Developmental Services</td>
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### GENERAL TRAINING REQUIREMENTS FOR DDA STAFF

Each DDA must ensure that all training of staff specified to service delivery for DDA staff for services provided to participants is completed as follows:

1. **General Training Requirements**
   - All training of staff specified to service delivery for DDA staff for services provided to participants is completed as follows:
   - Staff must complete a minimum of twelve (12) hours of formal training each calendar year.
   - Each agency staff providing services to participants must:
     - Be certified in CPR and first aid and maintain current certification.
     - Be certified in CPR and first aid within ninety (90) days of hire and maintain current certification.
   - Staff must complete a minimum of twelve (12) hours of formal training each calendar year.
   - Each agency staff providing services to participants must:
     - Be certified in CPR and first aid and maintain current certification.

2. **Expired Certifications**
   - Based on review of agency records, it was determined that 1 out of 3 staff files reviewed did not maintain current CPR and first-aid certification.
   - For example:
     - Staff #1's CPR and first-aid certification expired on 5-8-2019.
   - What actions will be taken to correct the deficiency?
     - Employees will immediately get recertification.
   - What will the agency do to identify any other participants, staff, or systems that may be affected by the deficiency?
     - The program manager will review agency records to determine if any other employees have expired certifications.

3. **Summary of Deficiencies**
   - Based on review of agency records, it was determined that 1 out of 3 staff files reviewed did not maintain current CPR and first-aid certification.
   - For example:
     - Staff #1's CPR and first-aid certification expired on 5-8-2019.
   - What actions will be taken to correct the deficiency?
     - Employees will immediately get recertification.
   - What will the agency do to identify any other participants, staff, or systems that may be affected by the deficiency?
     - The program manager will review agency records to determine if any other employees have expired certifications.

4. **Implementation of Corrective Actions**
   - The program manager will review agency records to determine if any other employees have expired certifications.
   - Employees will immediately get recertification.
   - Who will be responsible for implementing each corrective action?
     - Wendy Kartz, Program Manager
### Findings

<table>
<thead>
<tr>
<th>Agency's Plan of Correction</th>
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**Licensing & Certification - Statement of Deficiencies**

**IDAHO DEPARTMENT OF HEALTH & WELFARE**

**TO:** 2082871484

**FROM:** Meridian Developmental DDAfResHab Certification - Statement of Deficiencies

**DATE TO BE REVISED:** 06/27/2019

**Findings**

**Agency's Plan of Correction (Please refer to the Statement of Deficiencies for guidance)**

**Rule Reference/Text**

- 1.03.21.410.01.b.1

**GENERAL TRAINING REQUIREMENTS FOR DDA STAFF.**

Each DDA must ensure that all training of staff specific to service delivery to the participant is completed as follows:

- 01. Yearly Training.
  - The DDA must ensure that staff or volunteers who provide DDA services complete a minimum of twelve (12) hours of formal training each calendar year. Services must be certified in CPR and first aid, and must maintain CPR and first aid training. The DDA must ensure that CPR and first aid trained staff are present during services.

- 2. First aid/CPR training is required for all staff providing services.
  - Each gap in CPR and first aid training must be made up within ninety (90) days of hire and maintained current.

**Based on review of agency records, it was determined that 1 out of 3 staff files reviewed did not ensure that CPR and first aid training were present during services.**

**What actions will be taken to correct the deficiency?**

- Identified staff will complete First Aid/CPR certification immediately.

**What will the agency do to identify any other participants, staff, or systems that may be affected by the deficiency?**

- Program manager will review all employee records to assure that no other employees whose CPR and first aid training have expired or are expired soon.

**Who will be responsible for implementing each corrective action?**

- Wendy Karts, Program manager

**Cover Letter for Evidence**

(please refer to the Statement of Deficiencies for guidance)

5/27/2019

8-2019, Staff #1's CPR and first aid expired on 5-23-2019.
<table>
<thead>
<tr>
<th>Date (mm/dd/yyyy)</th>
<th>Corrected (Staff Letters)</th>
<th>Agency's Plan of Correction</th>
<th>Findings</th>
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<td>5/21/2019</td>
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**Findings**

The participating staff services (7-11)
- F-1: CPR and First Aid Certification
  - Each agency staff person must have active CPR and First Aid Certification

**Staff Action:** Staff #1's CPR and First Aid expired on 5-8-2019.

**Corrective Action:**
- Program Manager will check all employee books for CPR/First Aid expiration dates.
- Identified staff will complete First Aid/CPR Certification immediately.
- Program Manager will review employee files.
- Wendy Karts, Program Manager, will be responsible for implementing each corrective action.

**Monitored to Ensure the Problem is Corrected and Does Not Recur?**

**Rule Reference/Excerpt**

#384 823 3053

**Licensing & Certification**

**DEPARTMENT OF HEALTH & WELFARE**

**REVIEWER**

**REVIEW DATED**

**Certification**

**Statement of Deficiencies**

**Date to be Corrected**

**Agency's Plan of Correction**

**How will the corrective actions be monitored to ensure the problem is corrected and does not recur?**

**Who will be responsible for implementing corrective actions?**

**When will the agency do to identify any deficient staff?**

Based on review of agency records, it was determined that out of 3 staff files reviewed, 1 out of 3 staff files did not maintain current CPR and First Aid. For example:

- Staff #1’s CPR and First Aid expired on 5/8/2019.

**What actions will be taken to correct the identified deficiencies?**

**Who will be responsible for implementing each corrective action?**

- Wendy Karts, Program Manager.

**How will the corrective actions be monitored to ensure the problem is corrected and does not recur?**

1. Program Manager will review employee files and ensure new or updated training is completed. Program Manager will review employee files.

2. If necessary, additional training will be completed. Program Manager will review employee files.

3. Wendy Karts, Program Manager, will check all employee files for CPR/First Aid expiration dates.

4. How will the corrective actions be monitored to ensure the problem is corrected and does not recur? (Note: letter for guidance)
**DDA/ResHab Certification — Statement of Deficiencies**

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<tr>
<th>Date Submitted: 6/11/2019</th>
<th>Date Approved: 6-12-19</th>
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**Findings**

- Program manager will monitor all CPR and First Aid certification schedules in employee files, on at least a quarterly basis.

**Rule Reference/Text**

- Program manager will monitor all CPR and First Aid certification schedules in employee files, on at least a quarterly basis.

**Agency’s Plan of Correction**

- Agency's Plan of Correction as stated above.

**Please refer to the Statement of Deficiencies Corrected cover letter for guidance.**

**Program manager**

- Wendy Ketts, program manager

**Date Approved:**

- Click here to enter a date.

**Date Submitted:**

- 6/11/2019

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**Licensing & Certification**

**Idaho Department of Health & Welfare**