

Health Regulation & Licensing Administration

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION	(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER:  CPA-049	(X2) MULTIPLE CONSTRUCTION A. BUILDING: _____  B. WING: _____	(X3) DATE SURVEY COMPLETED  06/26/2013
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NAME OF PROVIDER OR SUPPLIER  BOARD OF CHILD CARE UNITED METHODIST	STREET ADDRESS, CITY, STATE, ZIP CODE 308 15TH STREET SE WASHINGTON, DC 20003
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(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (EACH DEFICIENCY MUST BE PRECEDED BY FULL REGULATORY OR LSC IDENTIFYING INFORMATION)	ID PREFIX TAG	PROVIDER'S PLAN OF CORRECTION (EACH CORRECTIVE ACTION SHOULD BE CROSS-REFERENCED TO THE APPROPRIATE DEFICIENCY)	(X5) COMPLETE DATE
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S-000	Initial Comments  On June 25 and 26, 2013, a monitoring survey was completed. The focus of this survey was to verify compliance with regulations cited in their previous Plan of Correction, received February 14, 2012. In addition, fundamental health and safety regulations, including medical evaluations and criminal background checks, as well as the annual audit of finances were included in the survey.  The survey findings were based on staff interviews and the review of administrative and personnel records. The sample size was fourteen (14) personnel records based on a census of fourteen (14) employees, seven (7) foster parent records based on a census of seven (7), and seven (7) foster children's records based on a census of seven (7).	S 000		
S 109	1612.2 Staff Functions And Qualifications  Each child-placing agency shall require a written report on the applicant's mental and physical conditions including addictions which could adversely affect the applicant's capacity to work with children.  This CONDITION is not met as evidenced by: Based on record review and interview, the child-placing agency (CPA) failed to ensure all employees had a written report on his or her mental and physical condition, for two (2) of fourteen (14) employees. (Employees #1 and #2)  The findings include:  On June 25, 2013, beginning at 1:30 p.m., review of the agency's personnel records revealed no	S 109	1. The Program Director and the Head of Human Resources will implement corrective actions for staff #1 and #2. The Program Director will obtain the updated medicals from the Baltimore HR office. 2. The Program Director will assess staff members having the potential to be affected by the missing documentation by: reviewing all of the personnel files to make sure that they have updated medicals. 3. The Program Director will implement measures to ensure that the deficient practice doesn't reoccur by: meeting with the Head of Human Resources 4x's a	7/15/13  7/30/13

Health Regulation & Licensing Administration TITLE \_\_\_\_\_ (X6) DATE \_\_\_\_\_

LABORATORY DIRECTOR'S OR PROVIDER/SUPPLIER REPRESENTATIVE'S SIGNATURE

STATE FORM 6899 6BKK11 If continuation sheet 1 of 2

*Kathryn Strip*  
Program Director  
DC Foster Care Program  
Board of Child Care  
7/2/13

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S 109	Continued From page 1  evidence that Employees #1 and #2 had obtained medical evaluations.  When interviewed on June 25, 2013, beginning at 3:54 p.m., the CPA's program director (PD) acknowledged that there was no documented evidence that the aforementioned employees had obtained comprehensive medical evaluations for inclusion in their files.  On June 26, 2013, at approximately 2:00 p.m., a follow-up interview with the PD revealed that no additional information was available for review.	S 109	year to review personnel files to ensure that all paperwork is up to date and in the files  4. The Program Director will monitor corrective actions to ensure the effectiveness of these actions by also developing a checklist for new hires and a spreadsheet and tickler system for current staff.	8/1/13  8/1/13	

*Kathryn Ship* 7/2/13  
Program Director  
DC Foster Care Program  
Board of Child Care