

Adult Care Licensure Section
Bonnie Moore, RN
2708 Mail Service Center
Raleigh, NC 27699-2708

Plan of Correction for Moyers Rest Home

- pm*
- Once an offer of employment is made,*
1. Rule 131 Test for Tuberculosis- [↑]Any potential employee will have the first step tuberculosis testing done at time of interview. Interviews will be done Monday-Thursday from 10:30am-2:30pm. The RN will conduct all new hire interviews and give the first step tuberculosis test. If offered a job the new employee will not start work for at least 48-72 hours after hired to give enough time to read the tuberculosis test result. The administrator will monitor Monday-Thursday to ensure that any potential employee was given the first step tuberculosis test. There will be a folder created for any potential employee and the first step will be placed in that folder, administrator will check that folder. If the first step was not done the administrator will contact the RN and the potential employee to come back to the facility and administer the first step the administrator will stay on the premise until it is done and no new hire will start work until it is read. The completion date for this rule area is March 31, 2016
 2. Rule 137 Other Staff Qualifications- Any potential employee's application will be faxed to the designated supervisor she will conduct the HCPR check and fax it back to facility within 3 hours of receipt. The designated supervisor will call the facility to ensure that the facility received the copy of the HCPR. No employee will be interviewed before the HCPR is in the facility. The administrator will monitor Monday-Thursday to ensure that with every application there is a HCPR with it in the folder. If not the administrator will contact the designated supervisor to check the HCPR and fax it to her and she will wait at the facility to receive it. The RN will not interview any potential employee with out the HCPR attached to the application. The RN will be responsible for faxing the application to the designated employee. The completion date for this rule area is March 31, 2016
 3. Rule 139 Other Staff Qualifications- Any potential employee's application will be faxed by the RN to the designated supervisor. The designated supervisor will run a criminal background check and fax it back to the facility within 3 hours. The RN will attach the receipt of the background check to the application. No potential employee will be interviewed until that background check is completed. The administrator will monitor applications Monday-Thursday to ensure that a criminal background is with the application. If the background is not with the application the administrator will contact the designated employee to complete the background check and stay at the facility until it arrives. The RN will not interview no potential employee unless the HCPR and the background check is with the application. The completion date for this rule area is March 31, 2016
 4. Rule 167 Other Staff Qualifications- All med techs will be given a CPR class by the administrator prior to the first day they report to work. At the time of the interview and

when offered a position they will be given a date to be at the facility for CPR/First Aide training. The administrator will ensure on every shift the med tech has CPR/First Aide training, she will work with the Resident Care Coordinator every Sunday with completing the work schedule to make sure that there is a staff member on every shift that has CPR/First Aide. The administrator will monitor daily to ensure that at no time the facility is without an employee trained in CPR/First Aide. If an employee is not able to work the schedule the Resident Care Coordinator will call another med tech in that has CPR/First Aide, if for some reason she cannot the administrator will work that shift. This rule are completion date is March 31, 2016

5. Rule 176 Other Staff Qualifications- The administrator will be responsible for the total operation of the facility and will be responsible to the Division of Health Service Regulation and the county department of social services for meeting and maintaining the rules. The administrator will be in the facility Monday-Friday for at least 8 hours a day with a minimum of 40 hours a week. The administrator will no longer work another job, the administrator's last day of work at the other place of employment is April 15, 2016. The administrator will be available at all times by telephone and in the event that she is needed in person she will be able to report to the facility within 30 minutes. If the administrator is not at the facility there will always be an acting administrator in charge. There will be a sign in the office window off who the acting administrator is if the administrator is not on the premises. The acting administrator will be responsible for the total operation of the facility in the absence of the administrator. The administrator has hired a new Resident Care Coordinator and discussed with her the job responsibilities. The Resident Care Coordinator will serve as the acting administrator when the administrator is not at the facility. If the Resident Care Coordinator is not able to be at the facility the RN will be the acting administrator. All acting administrators will meet the requirements given by the Division of Health Service Regulation. The administrator have new policies in place so that these rule areas will be in compliance and will stay in compliance. The administrator has scheduled trainings with all staff to ensure that they understand there job duties and are capable of performing them efficiently. The administrator will monitor MAR's daily, the administrator will do at least one med pass Monday-Friday to check the medicine against the MAR's and on Saturday's the administrator will print out the physician order from the computer and check the medications against all orders, the designated supervisor will check with her on Saturdays. The rule area will be in compliance by March 17, 2016
6. Rule 236- The facility has trained all PCS and Med Techs of what a client needs when returning from a hospital or being admitted in the facility. No client will be allowed to be admitted to the facility with out a current FL2 or T.B. Screening. ~~If a client is returning from the hospital and was in the hospital for more than 5 days it is the facilities to policy that the client receives a T.B. Screening prior to returning.~~ Every PCS and med tech knows what these things look like and understands that they cannot be at the facility with out one. All clients will be admitted Monday- Friday between 8am-2pm. The administrator, resident care coordinator or RN will complete all admissions and clients coming back to from the hospital. The administrator will monitor all admissions

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Bm

and hospital discharges daily. Also see rule 358 This rule will be in compliance by 03.16.2016

7. Rule 273-The facility has trained all Med Techs on clarification of medication order, diet orders, follow up on non compliance and reporting to doctors and administrator when client goes to hospital and returns from hospital. The med tech will fax doctors daily whenever there is a change in behavior, illness, physical change for example gaining or losing weight, and if there non compliant with diet orders or med orders. The administrator or the RN will come to the facility whenever a client is being admitted, coming back to the facility from a hospital discharge etc.. The administrator or the RN or designated supervisor will send all orders to pharmacy and all appointments to the designated scheduler. The administrator or the RN will meet with the med tech and go over all new orders with the med tech on duty to ensure that she understands all new orders. The med tech has trained on proper admission and will not allow any resident in the facility without an FI2 and current orders. The administrator will monitor at the facility Monday-Friday to ensure that all orders are correct and being followed. Correction date is 03.16.2016
8. Rule 276-See rule 273 *Correction date 3/16/16 Pm*
9. Rule 296- The facility has clarified all diet orders for all clients. All therapeutic diet orders are posted in the kitchen. All kitchen staff has trained with the RN to ensure that they understand the diet orders and are able to follow the orders. The facility has new menus and the RN has went over the menus with all kitchen staff to ensure that the staff knows what therapeutic diet each client is on. Whenever a new employee is hired for the kitchen the RN will train with the employee before they actually work in the kitchen to train. The RN will monitor a meal four times a week to ensure that all orders are being followed. The correction date is 03.31.2016
10. Rule 309- See rule 273 and 296 - *Correction date 3/31/16 Pm*
11. Rule 344-See rule 273
12. Rule 358- The facility will only admit clients on Monday- Friday from the hours of 8am- 2pm, the administrator, RN, or designated supervisor will fax orders to pharmacy and stay until all medication has arrived at the facility to ensure there is medication for all orders and that all orders are correctly entered on the MAR's. The designated supervisor will pick up medication from the pharmacy to allow enough time for the facility to contact pharmacy in case of error with the medication or an error on the MAR. The administrator, RN or designated supervisor will stay until all orders are correct on the MAR and in the facility. In the event that it takes a day or two days for the medication to come to the facility because it is not on hand at the pharmacy the administrator, RN, or designated employee will fax the clients physician daily to let them know that the medication has not been bought to facility, they will also fax the doctor when it arrives. They will note on the MAR that the medication is not available and when it should be arriving in the facility. The administrator will monitor Monday-Friday to ensure that all prescribe medication is at the facility. Also see rule 273 Correction date 03.16.2016 *and to obtain a physician's order re: delay of medication Pm*
13. Rule 367-See rule 273 and 358 - *Correction date 3-16-16 - Administrator or designee will review MARs 5x/weekly to ensure accuracy of entries and accuracy of documentation Pm*

14. Rule 912- The administrator has meet with all staff members to ensure that they understand resident rights. Each employee was given a copy of residents rights and it is a copy placed in the office of the facility. The administrator will monitor five days a week to ensure that all clients rights are being meet. Correction date 03.31.2016

15. Rule 914-See rule 176 and 912 -Date of correction 3/31/16

16. Rule 992-All potential employees will be given a drug test at the time of the interview.

The designated supervisor will administer the test take a picture of the results with the potential employees name on the test and send the picture to the administrator for proof that it has been given. No employee will be put on the schedule until a drug test has been given. The administrator will monitor five days a week to ensure that all potential employees has a drug test. 03.31.2016

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Andy & L.H. Myer

03.18.16

Per telephone conversation on 3/21/16 at 12:14 pm,
Changes were made to the PoC as indicated. A copy
will be sent to the provider. Pomore