



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
AGING AND LONG-TERM SUPPORT ADMINISTRATION
3906-172nd St NE, Suite #100, Arlington, WA 98223

ARCADIA ADULT FAMILY HOME LLC
ARCADIA ADULT FAMILY HOME LLC
910 38TH ST
BELLINGHAM, WA 98229

RE: ARCADIA ADULT FAMILY HOME LLC # 694000

Dear Provider:

This document references Compliance Determination 25713 (06/22/2023), which included complaint number(s) 84326.

The Department completed a complaint investigation of your Adult Family Home on 06/22/2023 and found that your home does not meet the Adult Family Home Licensing requirements.

The department staff who did the inspection and provided consultation:

Jennifer Nichols, Community Complaint Investigator

A licensor may consult with a provider when a violation of the Washington Administrative Code (WAC) or Revised Code of Washington (RCW) is found, but it is not cited in the Statement of Deficiencies. Violations may not be cited when it is a first-time violation of statute or rule with minimal or no harm to residents. A consult does not require a follow-up visit.

Consultation:

WAC 388-76-10025 License annual fee.

- (1) The adult family home must pay the license fee that is established in the state's operating budget, as described in RCW 70.128.060 .
- (3) The home must ensure that the department receives the annual license fee when it is due.

06/22/2023

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The Adult Family Home did not pay the full annual licensing balance of \$900 due yearly in April. The provider stated they requested to decrease their licensed beds and did not realize that there was an overdue balance. The provider paid the overdue licensing fee balance on 06/22/2023.

You Must:

- Begin the process of correcting the deficiency or deficiencies immediately; and
- Complete correction as soon as possible.

You Are Not:

- Required to submit a plan-of-correction for the deficiency or deficiencies found.

The Department May:

- Inspect the home to determine if you have corrected all deficiencies.

You May:

- Ask for a informal dispute resolution meeting, according to the attached 'Informal Dispute Resolution' instructions; and
- Ask questions and provide written information to help clarify or dispute the deficiencies.
- Contact me for clarification of the deficiency or deficiencies found.

If You Have Any Questions:

- Please contact me at (206)348-9350.

Sincerely,

Nichollette Flynn, Field Manager
Region 2, Unit B
Residential Care Services

INFORMAL DISPUTE RESOLUTION [RCW 70.128]

You May:

Request an Informal Dispute Resolution (IDR) meeting within 10 working days after the date you receive this letter. You **must** use an '**IDR Request Form**' for **each** citation or enforcement you plan to dispute. You can find this form and directions on the IDR Adult Family Home web page at: <https://www.dshs.wa.gov/altsa/idr>

Provider Process for Choosing a Panel or Traditional IDR:

You may only choose a **Panel IDR** if you are disputing **three or fewer** citations or enforcement actions. You may choose a **Traditional IDR** regardless of the number of citations or enforcement actions you intend to dispute. If you choose a **Panel IDR**, all documents supporting your dispute must be submitted within **20 working days** after the date you receive this letter. For **Panel IDRs** the program will not consider any documents submitted after the **20 working day deadline**. For **Traditional IDRs** you should submit documents supporting your dispute at least **seven** days prior to the date of the IDR meeting.

Send your request and supporting documents to the address below or email to rcsidr@dshs.wa.gov:

Adult Family Home IDR Program
Residential Care Services
PO Box 45600
Olympia, WA 98504-5600



Residential Care Services Investigation Summary Report

Provider/Facility: ARCADIA ADULT FAMILY HOME LLC
License/Cert.#: 694000
Compliance Determination #: 25713
Investigator: Jennifer Nichols
Investigation Date(s): 06/22/2023 through 06/22/2023
Complainant Contact Date(s):

Provider Type: Adult Family Home
Intake ID: 84326
Region/Unit #: RCS Region 2 / Unit B

Allegation(s):

1) The Adult Family Home (AFH) was overdue balance on their licensing fees.

Investigation Methods:

Sample:	Total residents: 1 Resident sample size: 1 Closed records sample size: 0
Observations:	Residents Resident care equipment Resident rooms Staff to resident interactions Kitchen
Interviews:	Nursing staff Residents
Record Reviews:	Medical records AFH records

Investigation Summary:

1) The AFH had an overdue licensing fee balance that was due 04/15/2023. The provider stated they requested to decrease their licensed beds and did not realize that there was an overdue balance. The provider paid the overdue licensing fee balance on 06/22/2023.

Conclusion / Action:

- ☒ Failed Provider Practice Identified / Citation(s) Written
- ☐ Failed Provider Practice Not Identified / No Citation Written
- ☐ N/A