



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
AGING AND LONG-TERM SUPPORT ADMINISTRATION
1200 Alder Street, Union Gap, WA 98903

CINDY STOVER
A PART OF OUR FAMILY
2618 W 10TH AVE
KENNEWICK, WA 99336

RE: A PART OF OUR FAMILY License # 751414

Dear Provider:

This letter addresses Compliance Determination(s) 30361 (Completion Date 10/02/2023) and 28138 (Completion Date 09/05/2023).

The Department completed a follow-up inspection of your Adult Family Home on 10/02/2023 and found that you have corrected the violations listed in the Full report dated 09/05/2023. Your home is back in compliance as of 09/16/2023 with the cited requirements of the Washington Administrative Code or the Revised Code of Washington or both.

The Department found that deficiencies for the following licensing laws and regulations were corrected:
WAC 388-76-10198-4

The Department staff who did the on-site verification:
Jo Whitney, AFH Licenser

If you have any questions, please contact me at (509)572-7394.

Sincerely,

Michelle Closner

Michelle Closner, Field Manager
Region 1, Unit C
Residential Care Services



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
AGING AND LONG-TERM SUPPORT ADMINISTRATION
1200 Alder Street, Union Gap, WA 98903

Statement of Deficiencies	License #: 751414	Compliance Determination #28138
Plan of Correction	A PART OF OUR FAMILY	Completion Date
Page 1 of 3	Licensee: CINDY STOVER	09/05/2023

You are required to be in compliance at all times with all licensing laws and regulations to maintain your Adult Family Home license.

The department completed data collection for the unannounced on-site full inspection on 08/15/2023 and 08/15/2023 of:

A PART OF OUR FAMILY
2618 W 10TH AVE
KENNEWICK, WA 99336

The following sample was selected for review during the unannounced on-site visit: 4 of 4 current residents and 0 former residents.

The department staff that inspected the Adult Family Home:

Jo Whitney, AFH Licenser

From:
DSHS, Aging and Long-Term Support Administration
Residential Care Services, Region 1 , Unit C
1200 Alder Street
Union Gap, WA 98903

As a result of the on-site visit(s), the department found that you are not in compliance with the licensing laws and regulations as stated in the cited deficiencies in the enclosed report.

Michelle Closner
Residential Care Services

09/13/2023

Date _____

I understand that to maintain an Adult Family Home license, I must be in compliance with all the licensing laws and regulations at all times.

This document was prepared by Residential Care Services for the Locator website

Statement of Deficiencies	License #: 751414	Compliance Determination # 28138
Plan of Correction	A PART OF OUR FAMILY	Completion Date
Page 2 of 3	Licensee: CINDY STOVER	09/05/2023

Cindy Stover
Provider (or Representative)

9-16-23
Date

WAC 388-76-10198 Adult family home Personnel records. The adult family home must keep documents related to staff in a place readily accessible to authorized department staff. These documents must be available during the staff's employment, and for at least two years following employment. The documents must include but are not limited to:

(4) Criminal history disclosure and background check results as required.

This requirement was not met as evidenced by:

Based on record review and interview, the Adult Family Home (AFH) did not have a system to maintain staff background checks and supporting documentation for 2 of 6 staff (Staff B, & D). This failure placed the residents at risk from an unqualified caregiver.

Findings included...

Administrative record review on 08/15/2023 showed:

- Staff B, Caregiver, was hired 06/09/2016. Their file included a non-disqualifying background check result good until 02/19/2024. The file did not include a fingerprint-based background result.
- Staff D, Caregiver, was hired 04/24/2015. They left employment at the home on 09/04/2022. Their file included a non-disqualifying background check result good until 02/19/2024. The file did not include a fingerprint-based background result.

On 08/15/2023 at 11:30 AM, Staff A, Provider, could not find the fingerprint records for Staff B and Staff D. Staff A remembered getting the results and admitted they did not save them. "Doesn't keep previous records."

On 08/15/2023 at 11:45 AM Staff A at 11:45 AM Staff B, Caregiver, stated they remembered going to a business to submit their fingerprints, they did not have a copy of the result.

Attestation Statement

I hereby certify that I have reviewed this report and have taken or will take active measures to correct this deficiency. By taking this action, A PART OF OUR FAMILY is or will be in compliance with this law and / or regulation on (Date) 9-16-23.

In addition, I will implement a system to monitor and ensure continued compliance with this requirement.

Provider (or Representative)

Date

WAC 388-76-10198 Adult family home Personnel records. The adult family home must keep documents related to staff in a place readily accessible to authorized department staff. These documents must be available during the staff's employment, and for at least two years following employment. The documents must include but are not limited to:

(4) Criminal history disclosure and background check results as required.

This requirement was not met as evidenced by:

Based on record review and interview, the Adult Family Home (AFH) did not have a system to maintain staff background checks and supporting documentation for 2 of 6 staff (Staff B, & D). This failure placed the residents at risk from an unqualified caregiver.

Findings included...

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- Staff B, Caregiver, was hired 06/09/2016. Their file included a non-disqualifying background check result good until 02/18/2024. The file did not include a fingerprint-based background result.
- Staff D, Caregiver, was hired 04/24/2015. They left employment at the home on 09/04/2022. Their file included a non-disqualifying background check result good until 02/19/2024. The file did not include a fingerprint-based background result.

On 08/15/2023 at 11:30 AM, Staff A, Provider, could not find the fingerprint records for Staff B and Staff D. Staff A remembered getting the results and admitted they did not save them. "Doesn't keep previous records."

On 08/15/2023 at 11:45 AM Staff At 11:45 AM Staff B, Caregiver, stated they remembered going to a business to submit their fingerprints, they did not have a copy of the result.

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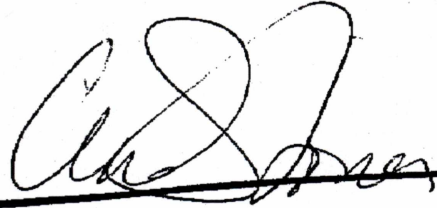
In addition, I will implement a system to monitor and ensure continued compliance with this requirement.

Statement of Deficiencies	License #: 751414	Compliance Determination #: 28136
Plan of Correction	A PART OF OUR FAMILY	Completion Date
Page 3 of 3	Licensee: CINDY STOVER	09/05/2023

<u>Cindy Stover</u> Provider (or Representative)	<u>9-16-23</u> Date
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8/24/2023 ← received FP paperwork

Caregiver did FP appointment, followed
through with receiving Paperwork
& will keep all personnel files for 2 years.
also retrieved the FP paperwork from 2016 from BCCU.

X 

DATE: 9/16/23