



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
AGING AND LONG-TERM SUPPORT ADMINISTRATION
8517 E Trent Ave, Ste 102, Spokane Valley, WA 99212

KIMBERLYS COTTAGE LLC
KIMBERLYS COTTAGE LLC
5208 W BAYWOOD CT
SPOKANE, WA 99208

RE: KIMBERLYS COTTAGE LLC License # 752055

Dear Provider:

This letter addresses Compliance Determination(s) 60074 (Completion Date 05/23/2025) and 57024 (Completion Date 04/03/2025).

The Department completed a follow-up inspection of your Adult Family Home on 05/23/2025 and found that you have corrected the violations listed in the Full report dated 04/03/2025. Your home is back in compliance as of 04/03/2025 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 388-76-10750-7

The Department staff who did the on-site verification:
Joshua Robison, Community Licenser

If you have any questions, please contact me at (509)598-0182.

Sincerely,

Selena Clemons, Interim Community Field Manager
Region 1, Unit E
Residential Care Services



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Statement of Deficiencies	License #: 752055	Compliance Determination # 57024
Plan of Correction	KIMBERLYS COTTAGE LLC	Completion Date
Page 1 of 3	Licensee: KIMBERLYS COTTAGE LLC	04/03/2025

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 03/27/2025 of:

KIMBERLYS COTTAGE LLC
5208 W BAYWOOD CT
SPOKANE, WA 99208

The following sample was selected for review during the unannounced on-site visit: 5 of 5 current residents and 0 former residents.

The department staff that inspected the Adult Family Home:

Joshua Robison, Community Licenser

From:
DSHS, Aging and Long-Term Support Administration
Residential Care Services, Region 1 , Unit E
8517 E Trent Ave, Ste 102
Spokane Valley, WA 99212

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.

_____ Residential Care Services	_____ Date
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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.

_____ Provider (or Representative)	_____ Date
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WAC 388-76-10750 Safety and maintenance. The adult family home must:

(7) Keep all toxic substances and hazardous materials in locked storage and in their original containers;

This requirement was not met as evidenced by:

Based on observation and interview, the Adult Family Home (AFH) failed to ensure toxic substances were kept in locked storage and in their original containers. This failure placed the residents at risk for accessing toxic substances.

Findings included...

Observation on 03/27/2025 at 10:55 AM showed the following in an unlocked cabinet adjacent to the washing machine and dryer in Bathroom 2: liquid bleach, Lysol Power Gel, 409, Comet powder bleach, laundry detergent, and clear liquid in a bottle labeled disinfectant.

At 10:55 AM on 03/27/2025 Staff B, Resident Manager, acknowledged that the substances were unlocked and stated that they are usually kept locked.

At 2:30 PM on 03/27/2025 Staff A, Provider, stated that the cabinet in Bathroom 2 being left unlocked was likely an oversight by staff, and that it should be kept locked.

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, KIMBERLYS COTTAGE LLC is or will be in compliance with this law and / or regulation on (Date)_____.

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

Provider (or Representative)

Date



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KIMBERLYS COTTAGE LLC
KIMBERLYS COTTAGE LLC
5208 W BAYWOOD CT
SPOKANE, WA 99208

RE: KIMBERLYS COTTAGE LLC # 752055

Dear Provider:

The Department completed a full inspection of your Adult Family Home on 04/03/2025 and found that your home does not meet the Adult Family Home Licensing requirements.

The Department:

- Wrote the enclosed report; and
- May take licensing enforcement action based on many deficiency listed on the enclosed report; and
- May inspect the home to determine if you have corrected all deficiencies; and
- Expects all deficiencies to be corrected within the timeframe accepted by the department.

You Must:

- Begin the process of correcting the deficiency or deficiencies immediately;
- Contact the Field Manager for clarifications related to the Statement of Deficiencies (SOD);
- Within 10 calendar days after you receive this letter, complete and return the enclosed 'Plan/Attestation Statement';
 - o Sign and date the enclosed report;
 - o For each deficiency, indicate the date you have or will correct each deficiency;
 - o Return the Plan/Attestation Statement and report with signatures to:

Selena Clemons, Interim Community Field Manager
Residential Care Services
Region 1, Unit E
Preferred methods:

eFax: (509) 921-2426

Email: rcsregion1email@dshs.wa.gov

Optional method:

8517 E Trent Ave, Ste 102

Spokane Valley, WA 99212

- Complete correction(s) within 45 days, or sooner if directed by the Department, after review of your proposed correction dates.
- Have your plan approved by the Department.

Consultation(s):

In addition, the Department provided consultation on the following deficiency or deficiencies not listed on the enclosed report.

WAC 388-76-10715 Doors Ability to open. The adult family home must ensure:

- (1) Every bedroom and bathroom door opens from the inside and outside;

The Adult Family Home did not ensure that the knobs on two bedroom doors were installed in such a way as to readily open from the inside. The knobs were reinstalled. This deficiency was corrected.

You Are Not:

- Required to submit a plan of correction for the consultation deficiency or deficiencies stated in this letter and not listed on the enclosed report.

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 (509)598-0182.

Sincerely,

Selena Clemons, Interim Community Field Manager
Region 1, Unit E
Residential Care Services

Enclosure

**Plan
(Plan of Correction)**

You Must:

Return the plan, on the enclosed report, within 10 calendar days after you receive this letter.

Include the following in your plan for each deficiency:

- The date you have or will correct each deficiency; and
- Provide a signature and date certifying that you have or will take corrective measures to correct each cited deficiency.

Send your plan to:

Selena Clemons, Interim Community Field Manager

Residential Care Services

Region 1, Unit E

Preferred methods:

eFax: (509) 921-2426

Email: rcsregion1email@dshs.wa.gov

Optional method:

8517 E Trent Ave, Ste 102

Spokane Valley, WA 99212

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:

Email: RCSIDR@dshs.wa.gov; or

Fax: (360) 725-3225