



STATE OF WASHINGTON  
DEPARTMENT OF SOCIAL AND HEALTH SERVICES  
AGING AND LONG-TERM SUPPORT ADMINISTRATION  
**6639 Capitol Blvd SW, Floor 1, Tumwater, WA 98501**

CURTIS HILL MANOR ADULT FAMILY HOME LLC  
Curtis Hill Manor Adult Family Home LLC  
354 Curtis Hill Rd  
Chehalis, WA 98532

RE: Curtis Hill Manor Adult Family Home LLC # 755956

Dear Provider:

This document references Compliance Determination 43476 (Completion Date 07/17/2024).

The Department completed a full inspection of your Adult Family Home on 07/17/2024 and found that your home does not meet the Adult Family Home licensing requirements.

The department staff who did the inspection and provided consultation:

Allen Baldaray, LTC ESF/AFH Licensors

A licenser 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 388-76-10895 Emergency evacuation drills Frequency and participation.**

(2) The adult family home must conduct:

(a) Partial emergency evacuation drills which occur during random staffing shifts at least every sixty days, with each resident participating in at least one each calendar year;

On 07/12/2024 at 2:29 pm, record review found the Adult Family Home (AFH) most recent emergency evacuation drill log was conducted in April 2024 and not every two months as required. Staff A (Provider/Caregiver) understood the required frequency and has set plans for a drill to be conducted in July 2024. The department noted all AFH drill entries for the past two years and found this was the only period where the AFH did not conduct a drill within 60 days.

**WAC 388-76-10865 Resident evacuation from adult family home.**

(1) The adult family home must be able to evacuate all residents from the home to a safe location outside the home in five minutes or less.

On 07/12/2024 at 2:29 pm, record review found the Adult Family Home (AFH) conducted on 06/02/2023 that indicated a completion time of five minutes and fifty-five seconds. Staff A (Provider/Caregiver) understood the requirement for the AFH to have the ability to evacuate all residents in five minutes or less and stated the 06/02/2023 was isolated and due to the insufficient effort of a now former Staff member. The department noted all AFH drill entries for the past two years and found this was the only drill that exceeded the five minute period.

**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 (360)746-4675.

Sincerely,



Jody Just Region 3 Field Services Administrator for Clinton Fridley

Clinton Fridley, Field Manager

Region 3, Unit G

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>

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#### **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](mailto:rcsidr@dshs.wa.gov):

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