



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
AGING AND LONG-TERM SUPPORT ADMINISTRATION
PO Box 99250, Lakewood, WA 98496

Buckley Adult Family Home, L.L.C.
Buckley Adult Family Home LLC
1498 Heather Lane
Buckley, WA 98321

RE: Buckley Adult Family Home LLC # 756778

Dear Provider:

This document references Compliance Determination 65740 (Completion Date 09/18/2025).

The Department completed a full inspection of your Adult Family Home on 09/18/2025 and found that your home does not meet the Adult Family Home licensing requirements.

The department staff who did the inspection and provided consultation:

Hung Bui, Adult Family Home RN Licenser

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 388-76-10320 Resident record Content. The adult family home must ensure that each resident record contains, at a minimum, the following information:

(10) A current inventory of the resident's personal belongings dated and signed by:

(a) The resident; and

(b) The adult family home.

On 09/16/2025, record review showed that the Personal Belongings Inventory (PBI) for Resident 3 (R3) was completed but was not signed by either the Provider or the resident/representative. R3 was admitted to the Adult Family Home on [REDACTED]/2024 (19 months earlier). The Provider did not have an explanation for the missing signatures. To correct the issue, on 9/17/2025, the Provider emailed a completed and signed copy of the PBI for R3.

WAC 388-76-10375 Negotiated care plan Signatures Required. The adult family home must ensure that the negotiated care plan is agreed to and signed and dated by the:

- (1) Resident; and
- (2) Adult family home.

WAC 388-76-10380 Negotiated care plan Timing of reviews and revisions. The adult family home must ensure that each resident's negotiated care plan is reviewed and revised as follows:

- (4) At least every twelve months.

On 09/16/2025, record review showed that the current Negotiated Care Plan (NCP), dated 9/11/2025, for Resident 3 (R3) was not signed and dated by either the Provider or resident/representative. In addition, R3's previous NCP had been completed on 3/19/2024 (18 months earlier). The Provider explained that they had mis-understood that an annual assessment must be completed prior to reviewing and updating the NCP with the residents. The Provider stated that they began reviewing the NCP for R3 immediately after the case manager completed the annual assessment on 9/8/2025. On 9/17/2025, the Provider corrected the issue by emailing a copy of the updated NCP, signed and dated by both the Provider and R3's representative.

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 (253)208-3090.

Sincerely,



Rathana Duong, AFH Field Manager
Region 3, Unit A
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:

Email: RCSIDR@dshs.wa.gov; or
Fax: (360) 725-3225