



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
Home and Community Living Administration
Residential Care Services • RCSIDR@dshs.wa.gov

April 15, 2026
(email)

Janaye Birkland-Administrator
Sherwood Assisted Living
550 W HENDRICKSON RD
SEQUIM, WA 98382

TRADITIONAL IDR SCHEDULING LETTER
VIRTUAL-VIDEO ENABLED

License #2652

Dear Administrator:

This letter will confirm your request for an Informal Dispute Resolution (IDR) regarding Statement of Deficiencies (SOD) dated March 30, 2026 and the Imposition of Civil Fine dated April 9, 2026.

Staci Dilg, will meet with you **virtually** on April 30, 2026 at 1:30. **Please enable your video for your review.**

You may join through your invitation that was sent to you on April 15, 2026.

If you have difficulty logging on, you may call 1-564-999-2000 conference ID 646 384 088# to join the meeting.

You indicated you are disputing the following citation(s):

WAC 388-78A-2660

You indicated the following individuals will participate and represent your facility in the IDR process:

Janaye Birkland-Administrator and Greg Fortier-National Director of Operations

If you haven't already done so, please provide any additional documentation specifically related to the citation(s) you are disputing, at least one week prior to the scheduled IDR date, by emailing them to RCSIDR@dshs.wa.gov, or by faxing them to (360) 725-3225.

If you have any questions, please contact us at RCSIDR@dshs.wa.gov .

Sincerely,

Kim Friesz

Kim Friesz
Administrative Assistant 3
IDR Program
Residential Care Services

Enclosure

cc: Regional Administrator-Region 3
Field Manager-Region 3 Unit E
State and Regional Ombuds
Compliance Specialist
Vendor Overpayments
Field File
Central Files
IDR File