



Licensed Child Caring Agency Unannounced Site Visit Report

Licensee: Integral Youth Services
Executive Director: Larry Zeilstra
Board Chairperson: Sophia Homfeldt
Date of Unannounced: October 22, 2021
Licensing Coordinator: Jenifer McIntosh
Other Regulatory or Accrediting Agencies: None

Purpose: Per OAR 413-215-0101 (1) (b) Children’s Care Licensing is required to perform at least one unannounced site visit a year where children in care reside.

Previous Findings: License Renewal 04-15-2021	Repeat Findings Further Action Needed	Comments
413-215-0021 (1)(a) Minimum of 5 board members 413-215-0711 (1) Composed of a cross-section of the community, parents, employees, children in care: <ul style="list-style-type: none"> IYS currently only has four board members as identified by the submitted CCA Contact Form. <p>Corrective Action: Submit plan, including a timeline, for recruiting at least one more board member. Update CCA Contact Form with new board members information.</p>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	IYS Currently has five board members and a new CCA Contact form was completed and submitted.
413-215-0746 (4) Written record of administration of medication includes (name, description, date and time dispensed, dosage, staff who dispensed): <ul style="list-style-type: none"> There were holes in the medication administration record (MAR). Staff 	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	All MARS reviewed were completed as required by rule.

<p>reported that the medication was not available during those times. This was not indicated on the MAR.</p> <p><u>Corrective Action:</u> Update MAR to include place for staff to indicate when a medication is missed and the reason for it.</p>		
<p>413-215-0726(1) (h) Report writing:</p> <ul style="list-style-type: none"> There was no record indicating any staff had been trained in report writing. <p><u>Corrective Action:</u> Train staff in report writing and submit training record for all staff.</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	<p>Training record was submitted.</p>
<p>413-215-0741(2) (c) authorization for medical treatment:</p> <ul style="list-style-type: none"> Guardian did not sign authorization for medical treatment form, consent to treatment with interventions in use at the program, or consent for requesting medication at prescribed times. <p><u>Corrective Action:</u> Obtain guardian signature on the three identified forms. Ensure guardians sign on consent and authorization forms during intake as identified by IYS' intake procedure.</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	<p>All forms had guardian signatures where needed.</p>
<p>413-215-0741(2) (d) Consent to treat the child with interventions in use at the program:</p> <ul style="list-style-type: none"> Guardian did not sign authorization for medical treatment form, consent to treatment with interventions in use at the program, or consent for requesting medication at prescribed times. <p><u>Corrective Action:</u> Obtain guardian signature on the three identified forms. Ensure guardians sign on consent and authorization forms during intake as identified by IYS' intake procedure.</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	<p>All forms had guardian signatures where needed.</p>

<p>413-215-0741(2) (e) Signed acknowledgment that child is responsible for requesting medication at prescribed times:</p> <ul style="list-style-type: none"> Guardian did not sign authorization for medical treatment form, consent to treatment with interventions in use at the program, or consent for requesting medication at prescribed times. <p>Corrective Action: Obtain guardian signature on the three identified forms. Ensure guardians sign on consent and authorization forms during intake as identified by IYS' intake procedure.</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	<p>All forms had guardian signatures where needed.</p>
<p>413-215-0741(2)(g) 413-215-0746 (4) Medication logs:</p> <ul style="list-style-type: none"> There were holes in the medication administration record (MAR). Staff reported that the medication was not available during those times. This was not indicated on the MAR. <p>Corrective Action: Update MAR to include place for staff to indicate when a medication is missed and the reason for it.</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	<p>All MAR forms reviewed were completed as required by rule.</p>
<p>413-215-0071 (7) Permanent registry for each child includes: Name Gender Birth date Names, addresses of parents or guardians Dates of admission Placement upon discharge:</p> <ul style="list-style-type: none"> Permanent registry was missing contact information for guardians. <p>Corrective Action: Update form used for permanent registry to have a place to record contact information for guardians. Update current resident files with this information.</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	<p>Information has been collected and recorded as required by rule since last visit.</p>

New Findings from Site Visit	Comments
There were no new findings from the unannounced visit.	

Interview Summary
<p>At the time of my visit there were no children available for interview. When I called later in the day there was only one child in care home and they declined to talk with me on the phone. At the time of the writing there was no other children in care to interview.</p> <p>One staff person was available for interview. They commented that they felt the training being offered continued to improve and the program seems to be getting better every day. They reported feeling that management listens to their ideas and they liked that. They did not express any concerns at this time.</p>

Observations
<p>Overall the home was in good repair and clean. There is a new industrial refrigerator since my last visit which is reported to meet the needs of the home well. Everything was clean and there were seasonally appropriate decorations up. A walkthrough of the home and the grounds resulted in no licensing violations.</p>

Corrective Actions and Timeframes:

There are no corrective actions at this time.

Licensing Coordinator's Signature: *Jenifer McAntosh* Date: 11/10/21

Manager Review: *H. Gilre* Date: 11-10-2021