

Compliance Summary Report

Compliance Summary Report of **Agency Review Tool 1/31/14** on **Shining Star Residential Services, LLC**

Reviewer: **Kimberly Tabor**
 Provider: **Shining Star Residential Services, LLC**
 County Name: **Lucas County**

Total Cites: **12**
 Total POCs: **12**

CITE #1

Question	Explanation	
Was the provider staff's name checked against the U.S. general services administration system for award management database?	IMMEDIATE CITATION: Provider Action Provider ensured that Diana Barabash, Shoentae McCann, Quinta Wilson, Leonette Craig, and Sheryl Agular were not providing services at the time of the review, then immediately completed the data base check and cleared them for employment. This was followed by a data base check on all other employees who were all cleared for employment.	
POC	Status	Comments
9.32>9.33>9.34>9.35 *ALL EMPLOYEE'S WILL BE RAN THROUGH ALL DATABASE BEFORE ORIENTATION PROCESS.	Approved	

CITE #2

Question	Explanation	
Was the provider staff's name checked against the Inspector General's Exclusions list?	IMMEDIATE CITATION: Provider Action Provider ensured that Diana Barabash, Shoentae McCann, Quinta Wilson, Leonette Craig, and Sheryl Agular were not providing services at the time of the review, then immediately completed the data base check and cleared them for employment. This was followed by a data base check on all other employees who were all cleared for employment.	
POC	Status	Comments
9.32>9.33>9.34>9.35 *ALL EMPLOYEE'S WILL BE RAN THROUGH ALL DATABASE BEFORE ORIENTATION PROCESS.	Approved	

CITE #3

Question	Explanation	
If the individual is not self medicating has the assessment been reviewed annually, and revised as-needed?	County Board Cite: The Self Med Assessment for Individual #6 did not match the ISP.	
POC	Status	Comments
SASS Elizabeth Oyster corrected the Self Medication Assessment for Individual #6. Please see attached corrected form and corresponding ISP support. SASS retrained on Self Medication Assessment process 2/12/14. Services and Support Administration Coordinators to review Self Medication Assessment process at March staff unit meetings.	Approved	

CITE #4

Question	Explanation	
For direct service staff, hired after 10/1/09, did the staff person receive initial training prior to providing services with individuals that included:• Overview of serving individuals with developmental disabilities• Overview of basic principles and requirements of providing HCBS waiver services • Initial rights training • Initial MUI training • Universal precautions	The personnel records for: Employee Sheryl Aguilar & Quinta Wilson did not show evidence of initial training on the overview of serving individuals with DD; Diana Barabash, Sheontae McCann, Quintia Wilson, Leonette Craig, & Sheryl Aguilar did not show evidence of an overview of basic principles & requirements of providing HCBS waiver services; Sheryl Aguilar did not show evidence of initial rights or initial MUI training.	
POC	Status	Comments
YES. ALL STAFF HAVE BEEN TRAINED, AS OF 2-4-2014. ALL INCOMING STAFF WILL RECEIVE THESE TRAININGS AS PART OF THEIR ORIENTATION. EVIDENCE WAS INCLUDED IN THE PACKET.	Approved	

CITE #5

Question	Explanation	
Does the waiver service delivery documentation for all waiver billing codes include the place of service?	Oct2013, Nov2013, and Dec2013 service delivery documentation for Individuals #2, #5, & #6 did not include place of service.	
POC	Status	Comments
SHINING STAR RESIDENTIAL SERVICES LLC WILL INCLUDE PLACE OF SERVICE ON ALL HPC SHEETS BEING CREATED FOR NEW INDIVIDUALS. ALL HPC SHEETS FOR #2, #5, + #6 WERE CORRECTED AS OF 2-1-14, AND ALL HPC'S HAVE BEEN CORRECTED FOR ALL INDIVIDUAL'S WITH SSRS AS OF 2-1-14.	Approved	

CITE #6

Question	Explanation	
Did the provider/staff person providing HPC waiver services receive annual training in the principles to positive intervention culture?	The personnel records for Diana Barabash, Sheontae McCann, Quintia Wilson, & Sheryl Aguilar did not show evidence of annual training in the principles to positive intervention culture	
POC	Status	Comments
ALL EMPLOYEE'S HAVE BEEN TRAINED SEE ATTACHED TRAINING LOGS. ALL EMPLOYEE'S WILL BE TRAINED ANNUALLY IN JANUARY THEREAFTER.	Approved	

CITE #7

Question	Explanation	
Did the provider/staff person providing HPC waiver services receive annual training in self determination?	The personnel records for Diana Barabash, Sheontae McCann, Quintia Wilson, & Sheryl Aguilar did not show evidence of annual training in self-determination.	
POC	Status	Comments
ALL EMPLOYEE'S HAVE BEEN TRAINED AS OF 2-4-2012. TRAINING LOGS ATTACHED. ALL EMPLOYEES WILL BE TRAINED EVERY JANUARY.	Approved	

CITE #8

Question	Explanation	
Did the provider staff have annual notification explaining conduct for which a DD employee may be included on the Abuser Registry?	Provider could not produce evidence of an annual notification to staff.	
POC	Status	Comments
ALL CURRENT EMPLOYEE'S WILL SIGN NOTICE AT OUR ANNUAL JANUARY MEETING. ALL EMPLOYEE'S WILL SIGN THE NOTICE AT ORIENTATION	Approved	

CITE #9

Question	Explanation	
Did the agency provider/County Board maintain a log of unusual incidents which includes: • Name of Individual• Description of Incident• Identification of Injuries• Time/Date of Incident• Location of Incident• Preventative Measures	The agencies unusual incident log did not include preventative measures.	
POC	Status	Comments
SSRS WILL ADD THIS TO OUR UI LOG THE PREVENTIVE MEASURES FOR UI (i WILL A COPY OF REVISED LOG INCLUDING PREVENTATIVE MEASURES) * WAS INCLUDED IN PACKET SENT * WAS REVISED AS OF 1-20-2014	Approved	

CITE #10

Question	Explanation	
Did the agency provider/County Board conduct a monthly review of unusual incidents?	Provider was unable to produce evidence that the monthly UI Log was reviewed.	
POC	Status	Comments
THE AGENCY CONDUCTED A MONTHLY REVIEW OF UNUSUAL INCIDENTS AT OUR UPPER MANAGEMENT MEETING HELD ON 2-4-14. SHINING STAR RESIDENTIAL SERVICES, LLC ADDED A SIGNATURE LINE AND DATE LINE TO BE SIGNED AFTER OUR REVIEW OF THE UNUSUAL INCIDENTS AT OUR UPPER MANAGEMENT MEETING. NEXT REVIEW WILL BE ON 3-4-14.	Approved	

CITE #11

Question	Explanation	
Was the provider staff's name checked against the sex offender and child-victim offender database?	IMMEDIATE CITATION: Provider Action Provider ensured that Diana Barabash, Shoentae McCann, Quinta Wilson, Leonette Craig, and Sheryl Agular were not providing services at the time of the review, then immediately completed the data base check and cleared them for employment.This was followed by a data base check on all other employees who were all cleared for employment.	
POC	Status	Comments
9.32>9.33>9.34>9.35 *ALL EMPLOYEE'S WILL BE RAN THROUGH ALL DATABASE BEFORE ORIENTATION PROCESS.	Approved	

CITE #12

Question	Explanation	
Was the provider staff's name checked against the database of incarcerated and supervised offenders?	IMMEDIATE CITATION: Provider Action Provider ensured that Diana Barabash, Shoentae McCann, Quinta Wilson, Leonette Craig, and Sheryl Agular were not providing services at the time of the review, then immediately completed the data base check and cleared them for employment. This was followed by a data base check on all other employees who were all cleared for employment.	
POC	Status	Comments
9.32>9.33>9.34>9.35 *ALL EMPLOYEE'S WILL BE RAN THROUGH ALL DATABASE BEFORE ORIENTATION PROCESS.	Approved	