accepted December 13, 2021

Connie Cherry

Chelsea's Hidden Acres

D5908

Administrator, Paula Thomas

Survey exit date: 11/23/2021

A 402 A "Pre-hire Form" will be completed on each new employee within 30 days of resident contact. EI#1 will review all current employee files to ensure all physicals, and TB evaluations are current. This will be completed on Friday, December 10, 2021, by EI#1. This form will be stapled to the front of each employee file, which is kept in the front office. EI#2 will be monitoring all new hires and yearly physicals/TB screenings starting December 11, 2021. EI#2 will complete form and ensure TB screening is within 30 days of resident contact.

A403 Facility will have a "Pre-hire Form" that will list all required documents including ADPH aid abuse registry, date of hire, date of resident contact, and employment terminated date. EI#1 will verify all current employees are not on the abuse registry list and that all have the correct dates of hire/contact. This review of current employees will be on December 10, 2021, by EI#1. This will be stapled in the front of the employees file and monitored by EI#2 at each new hire, prior to resident contact and then will be reviewed quarterly on the first Tuesday of the month by EI#2. This will be on a calendar in EI#1 office.

A504 Covid screening will be conducted at the front entry of facility on all staff prior to shift, and all visitors prior to visitation. Staff that is on duty isresponsible for the screening. Signs have been placed at each entry directing all visitors/employees to front entry for Covid screening. Staff will document in a notebook, person's name, date, temperature, and that they were asked questions that would determine their risk of covid-19 infection. Staff will initial beside each visitor that this is being completed. EI#1 will monitor this at the beginning of each of her shifts and has conducted 1-1 training on properly screening for covid-19. The documentation of visitors along with temperatures will be kept at sign in station and then filed in EI#1 office.

A504 EI#1 will place last survey and POC in binder in living room of facility. At each monthly fire drill, EI#1, or EI#2, whomever is conducting the fire drill, will check the binders' location and be sure it is in sight. This will be documented on the monthly fire drill form, kept in binder, in office.

A504 EI#1 has conducted medication assistance training with EI#4 to insure they properly understand observing each resident swallowing medication and not leaving medications unattended. EI#1 has also trained EI#4 on infection control practices while handling medications. One on one training with all staff on infection control/medication assistance was conducted on 11/24/2021 by EI#1. EI#1 will do visual unannounced inspection regularly and has set up an outside consultation with Guardian pharmacy in

January 2022 to do training with all personal on medication assistance. EI#1 will monitor and document all training in staff training binder that is kept in office.

A602 EI#1 will review all current resident charts before December 10, 2021, to ensure all admission assessments were completed before admission. EI#2 will monitor all new admissions and will initial each physician exam as complete prior to moving in facility. This will include baseline weights and vitals and will kept in resident's chart. EI#2 will check each resident's physical form at time of admission to be sure weights and vitals are recorded and then again by EI#2 on the admission assessment to the facility. All this will be signed as completed and kept in resident's chart.

A611 EI#1 will chart late entry documentation on RI#1 by December 10,2021, updating the Plan of Care. EI#1 will review Plan of Cares to verify all POC are up to date by December 15, 2021. EI#1 will be charting daily, if any changes it will be updated immediately. Every Friday EI#1 and EI#2 will have a chart review for any changes that need to be added to the Plan of Care. These changes will be documented in the resident's chart.

A612 On 11/29/21 the facility cat was taken to the local vet for all his vaccinations. Records of this are placed in file in the office. The cat's vaccine appointments have been made in advance by EI#1 for 2022 and set up for electronic reminders through the vets scheduling system. EI#1 will monitor for this yearly on the calendar in the office also as an additional reminder.

A614 EI#1 had 1-on-1 training with EI#4 on 11/24/21 on medication assistance including providing the opportunity for the resident to identify medication and letting the resident direct their own care. All staff had 1-on-1 training on medication assistance and that signed documentation was placed in staff training binder in office. EI#1 will conduct unannounced reviews of each staff member's performance during medication passes and documented in training binder. EI#1 has communicated with Guardian Pharmacy about setting up a date in the month of January 2022 to do a med pass review with all staff.

A616 EI#1 had 1-on-1 training with EI#4 and the other employees on 11/24/21 on medication assistance including keeping the med cart locked always when not attended. All new staff will be trained on keeping medications locked by EI#2 during new employee training and this will be documented in staff training binder in office. EI#1 will be making unannounced reviews of all employees while handling all medications and will be documented in training binder. EI#2 will cover with all employees keeping medications locked at yearly staff meetings and documented in staff training binder.

A617 A new policy of disposing all medications will do into effect 12/10/21 by EI#2. All meds will be disposed of or released to resident/family using the computerized EMAR system. The program records all information required on a medication disposition record by scanning the barcode on each med to be

released/destroyed. This will be monitored by EI#1 at each discharge and electronic records will be checked every 30 days on the last Friday of the month, which will be listed on EI#1 calendar in office.

A701 On 12/3/21 EI#2 was recertified in food safety and sanitation. Certification was posted on bulletin board outside office. This will be monitored for expiration date yearly at the time of facility license renewal in December by EI#2. EI#1 will also oversee that this is checked yearly.

A702 Quaternary ammonium solution and test strips have been ordered to use in place of dishwasher sanitation. They will be in use by 12/14/21 and all staff will be trained before this on proper use of sanitizing dishes, cookware, and utensils, which include metal cups that may be used for medications. EI#1 will be doing visual inspections of each employee correctly using new sanitation procedure. Disposable medication cups are now to be used in place of the metal cups. Employees will sign off that they understand sanitation in staff training binder that is in office. EI#1 will monitor staff periodically with unannounced inspection of correct use. EI#1 will also monitor log in kitchen at least once a week and/or during EI#1 regular scheduled work hour that will document ppm at each sanitation.

A702 "Use by shelf life" labels were ordered to use before 12/15/21. Until they arrive staff was instructed by EI#1 to write use by date on each item. The new labels list item, date, use by date, and initial of employee. All items currently in refrigerator and freezer have been relabeled or discarded. EI#1 will have 1-on-1 staff training before 12/15/21 on label use and it will be documented in employee training binder. EI#1 and EI#2 will monitor refrigerator and freezer contents with proper labeling during their regularly scheduled work hours and nightshift staff will check labels nightly and document this on a form beside refrigerator temperatures in kitchen.

A702 The turkey was placed under running water to thaw on 11/23/21. The bottom drawer was cleared of foods on 11/24/21 and designated and labeled as a uncooked meat drawer for storage. Meats too large for that drawer will be thawed/stored in bottom left door shelf, also labeled. This shelf is below all other foods to prevent contamination. Staff was all trained 1-on-1 by EI#1 on these changes on 11/24/21. EI#1 will oversee that the food areas in refrigerator are positioned correctly and kept clean and checked daily by all staff to be documented on form beside the temperature logs in kitchen.

A702 A new thermometer was in use on 11/24/21 to temperature check all foods. The thermometer is stored in a cup by the stove. Staff has been trained on the use of the thermometer by EI#1 on 11/24/21. This is documented in staff training binder. Safety temperatures currently are posted along with instructions for calibrating the thermometer. Staff will check foods and initial that they were within the correct temperature on a form in the kitchen posted by stove.

A1002 On 11/24/21, all employees were informed to keep beauty shop door closed until a lock could be installed in beauty shop cabinet. All chemicals in beauty shop were moved inside a cabinet with a lock on 12/6/21. EI#1 has informed beautician that all chemicals must be stored behind a lock. EI#1 did a walk-through of facility to ensure all other chemicals are safely stored on 12/6/21. Monthly monitoring of all chemicals/cleaners will be visually inspected during the monthly fire drill and documented on fire drill form by person conducting the drill, EI#1 or EI#2.

A1101 A new form for fire drills was made on 12/6/21 to include the month, day, and year of the drill along with the other information required. EI#1 will oversee monthly fire drills to be certain all information is documented on the form. The forms are stored in the fire drill binder in office.

A1203 All the fire extinguishers were visually inspected on 12/6/21 by EI#1. Also, again by the alarm company on their semi-annual visit on 12/9/21. Extinguishers will be visually checked and documented monthly during the fire drills by the person conducting the drill, EI#1 or EI#2. Extinguishers will also be listed on the monthly calendar in EI#1 office as an additional reminder.

Signed: Paula Thomas LPN/ALA

Date: 12/9/21