

## Plan of Correction

<b>Program Name: Wellspring Inc., dba Wellfully</b>	<b>Date Submitted:</b> 5/18/18	<b>Date Due:</b> 5/18/18
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Administrative POC-1	
<b>Rule #:</b> <b>Contract</b> <b>Attachment 1</b>	<p><b>Rule Statement:</b>  <u><b>Populations to be Served</b></u>            It is the intent of the Division of Behavioral Health to fund services in South Dakota for residents living in South Dakota. It is the Division's expectation that state funds be targeted to those citizens of South Dakota in need of substance use disorder and gambling treatment services.</p> <p><b>A. Priority Populations</b>            Target populations to be served under the contract, in order of priority for State and Federal funds paid to the agency, and in accordance with 45 CFR 96.124 and 45 CFR 96.131, are as follows:</p> <ol style="list-style-type: none"> <li>1) <b>Pregnant Women</b> <ol style="list-style-type: none"> <li>a) Agencies must ensure that each pregnant woman in the state who seeks or is referred for and would benefit from treatment is given preference in admissions to treatment facilities receiving block grant funds.</li> <li>b) The agency shall publicize by public service announcement or street outreach programs the availability to such women of these treatment services designed for pregnant women and women with dependent children.</li> <li>c) Services for pregnant women/women with dependent children must comply with the provisions set forth in 45 CFR Sec. 96.124.</li> <li>d) Pregnant Women who are also Intravenous Drug Users are the highest priority for services.</li> </ol> </li> <li>2) <b>Intravenous Drug Users</b> <ol style="list-style-type: none"> <li>a) The agency shall develop and implement a program of outreach services to identify individuals in need of treatment for their intravenous drug use and to encourage the individual to undergo treatment for such use.</li> <li>b) The agency shall maintain a record of outreach services provided to intravenous drug users.</li> <li>c) Services for intravenous drug users must comply with the provisions set forth in 45 CFR 96.124 and 45 CFR 96.131.</li> <li>d) The agency shall develop and implement a policy to ensure that they will not distribute sterile needles or distribute bleach for the purpose of cleaning needles and shall develop and implement a policy to ensure they will not carry out any testing for the acquired immune deficiency syndrome without appropriate pre- and post-test counseling.</li> </ol> </li> <li>3) <b>Adolescents</b></li> </ol> <p><b>D. Limited English Proficiency Policy</b></p> <ol style="list-style-type: none"> <li>1) The agency shall develop and implement a Limited English Proficiency Policy (LEP), as a condition for funding under this contract agreement to ensure that LEP individuals are provided with an opportunity to participate in and understand all provided services.</li> <li>2) The means of effective communication may be through interpreters or the translation of written material as deemed necessary by the Agency.</li> </ol>

<b>Area of Noncompliance:</b> Agency was missing a policy on providing priority services for pregnant women or intravenous drug users. It also did not contain any information regarding providing LEP services to clients.	
<b>Corrective Action (policy/procedure, training, environmental changes, etc):</b> █	<b>Anticipated Date Achieved/Implemented:</b>  <b>Date</b>
<b>Supporting Evidence:</b> █	<b>Person Responsible:</b>
<b>How Maintained:</b> █	<b>Board Notified:</b> Y <input type="checkbox"/> N <input type="checkbox"/> n/a <input type="checkbox"/>

Administrative POC-2	
<b>Rule #:</b> 67:61:05:01	<p><b>Rule Statement: 67:61:05:01. Tuberculin screening requirements.</b> Tuberculin screening requirements for employees are as follows:</p> <p>(1) Each new staff member, intern, and volunteer shall receive the two-step method of tuberculin skin test or a TB blood assay test to establish a baseline within 14 days of employment. Any two documented tuberculin skin tests completed within a 12 month period before the date of employment can be considered a two-step or one TB blood assay test completed within a 12 month period before employment can be considered an adequate baseline test. Skin testing or TB blood assay tests are not required if a new staff, intern or volunteer provides documentation of the last skin testing completed within the prior 12 months. Skin testing or TB blood assay tests are not required if documentation is provided of a previous position reaction to either test;</p> <p>(2) A new staff member, intern, or volunteer who provides documentation of a positive reaction to the tuberculin skin test or TB blood assay test shall have a medical evaluation and chest X-ray to determine the presence or absence of the active disease;</p> <p>(3) Each staff member, intern and volunteer with a positive reaction to the tuberculin skin test or TB blood assay test shall be evaluated annually by a licensed physician, physician assistant, nurse practitioner, clinical nurse specialist, or a nurse and a record maintained of the presence or absence of symptoms of <i>Mycobacterium tuberculosis</i>. If this evaluation results in suspicion of active tuberculosis, the licensed physician shall refer the staff member, intern, or volunteer for further medical evaluation to confirm the presence or absence of tuberculosis; and</p> <p>(4) Any employee confirmed or suspected to have infectious tuberculosis shall be restricted from employment until a physician determines that the employee is no longer infectious.</p>
<b>Area of Noncompliance:</b> Two of the four personnel files reviewed were out of compliance due to staff not receiving their TB test within fourteen days of hire.	
<b>Corrective Action (policy/procedure, training, environmental changes, etc):</b> █	<b>Anticipated Date Achieved/Implemented:</b>

	<b>Date</b>
<b>Supporting Evidence:</b> █	<b>Person Responsible:</b>
<b>How Maintained:</b> █	<b>Board Notified:</b> Y <input type="checkbox"/> N <input type="checkbox"/> n/a <input type="checkbox"/>

<b>Program Director Signature:</b> █	<b>Date:</b> █
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Send Plan of Correction to:

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## 2018 Accreditation Review - Plan of Correction by the Division of Behavioral Health-

### Plan of Correction

1. The contract attachment requires agencies to publicize priority services for pregnant women, women with dependent children and IV users. The prioritized service also needs to be documented in a policy. A policy for Limited English proficient (LEP) will also need to be put in place. Please reference your contract attachment 1.

Plan of Correction: WellFully leadership will be revising and updating our Policies and Procedure manual during the Summer of 2018. WellFully leadership will be working to ensure that these priority services are identified with a plan of action for assisting clients in these situations.

2. According to ARSD 67:61:05:01 each new staff member, intern, and volunteer shall receive the two-step method of Tuberculin skin test or a TB blood assay test to establish a baseline within 14 days of hire. Four personnel charts were reviewed and only two employees had their TB test completed within the 14 days of hire. Ensure that employees are receiving the TB skin test within 14 days of hire.

Plan of Correction: WellFully has adjusted the on boarding process. Each new staff member will be scheduled for a training with the nursing department during their shadowing period. During this time new employees will complete an initial TB testing. The Nursing department will be responsible for completing a 6 months follow up testing of the Tuberculin skin test. Once they have completed the initial TB testing, the nursing department will be responsible to schedule the second step of the testing with the new employee, to be completed after 6 months. This will ensure that the two-step method is followed appropriately.