

**DEPARTMENT OF DEVELOPMENTAL SERVICES**

**LICENSURE AND CERTIFICATION**

**DDS FOLLOW-UP REPORT**

Provider Community Work Services Provider Address 174 Portland St , Boston  
 Survey Team Caccioppoli, Meagan; Hazelton, John; Date(s) of Review 05-FEB-24 to 06-FEB-24

<b>Follow-up Scope and results :</b>						
Service Grouping	Licensure level and duration	# Critical Indicators std. met/ std. rated at follow-up	# Indicators std. met/ std. rated at follow-up	Sanction status prior to Follow-up	Combined Results post-Follow-up; for Deferred, License level	Sanction status post Follow-up
Employment and Day Supports  2 Locations 13 Audits	2 Year License	1/2	2/8	<input checked="" type="checkbox"/> Eligible for new business (Two Year License)  <input type="checkbox"/> Ineligible for new business. (Deferred Status: Two year mid-cycle review License)	Recommendation to De-License	<input type="checkbox"/> Eligible for New Business (80% or more std. met; no critical std. not met)  <input checked="" type="checkbox"/> Ineligible for New Business (<=80% std met and/or more critical std. not met)

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**Summary of Ratings**

**Employment and Day Supports Areas Needing Improvement on Standard not met - Identified by DDS**

<b>Indicator #</b>	L8
<b>Indicator</b>	Emergency Fact Sheets
<b>Area Need Improvement</b>	For four of thirteen individuals, emergency fact sheets were not current and accurate. The agency must ensure that individual's emergency fact sheets are current and accurate.
<b>Status at follow-up</b>	Twelve out of thirteen emergency fact sheets were not complete. Physician names and contact information must be included, as well as complete and updated medication lists. Pertinent medical diagnoses should also be included.
<b>#met /# rated at followup</b>	1/13
<b>Rating</b>	Not Met

<b>Indicator #</b>	L88
<b>Indicator</b>	Strategies implemented
<b>Area Need Improvement</b>	For six of fourteen individuals, goals agreed upon were not properly and consistently implemented. The agency must ensure that individual's ISP goals for which it has responsibility are properly and consistently implemented.
<b>Status at follow-up</b>	Five out of twelve individuals did not have data relating to their ISP objectives, or data was not being collected at the right frequency.
<b>#met /# rated at followup</b>	7/12
<b>Rating</b>	Not Met

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**Administrative Areas Needing Improvement on Standard not met - Identified by DDS**

<b>Indicator #</b>	L48
<b>Indicator</b>	HRC
<b>Area Need Improvement</b>	The Human Rights Committee did not meet the mandate for requisite member meeting attendance. The agency must ensure that its Human Rights Committee operates with consistent attendance of members with mandated roles at its meetings.
<b>Status at follow-up</b>	
<b>#met /# rated at followup</b>	
<b>Rating</b>	Not Rated

<b>Indicator #</b>	L65
<b>Indicator</b>	Restraint report submit
<b>Area Need Improvement</b>	Four of thirteen restraints were submitted and/or finalized beyond the required timelines. The agency must ensure that restraint reports are submitted and finalized within five days of the restraint.
<b>Status at follow-up</b>	
<b>#met /# rated at followup</b>	
<b>Rating</b>	Not Rated

<b>Indicator #</b>	L76
<b>Indicator</b>	Track trainings
<b>Area Need Improvement</b>	Five of twenty agency staff reviewed did not receive DDS mandated trainings. The agency must ensure through effective staff training tracking, that staff are trained on all DDS mandated topics.
<b>Status at follow-up</b>	
<b>#met /# rated at followup</b>	
<b>Rating</b>	Not Rated