

DEPARTMENT OF DEVELOPMENTAL SERVICES
LICENSURE AND CERTIFICATION
PROVIDER FOLLOW-UP REPORT

Provider: HOUSE OF POSSIBILITIES _____

Provider Address: 350 WASHINGTON ST , North
 Easton _____

Name of Person Kelly Tallman _____
Completing Form: _____

Date(s) of Review: 02-DEC-23 to 04-DEC-23 _____

Follow-up Scope and results :		
Service Grouping	Licensure level and duration	# Indicators std. met/ std. rated
Residential and Individual Home Supports	Defer Licensure	2/2
Employment and Day Supports	2 Year License	5/6

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Residential and Individual Home Supports Areas Needing Improvement on Standard not met - Identified by DDS

Indicator #	L55
Indicator	Informed consent
Area Need Improvement	The agency's photo release does not include all required components, including a clear outline of the parameters for which consent is being requested, nor does it include conditions for withdrawing the consent. The agency needs to ensure their photo release contains all required components, including a clear outline of parameters for which consent is being requested as well as including conditions for withdrawing consent.
Process Utilized to correct and review indicator	Added a statement to the consent that meets the needed improvements stated above. We added the following statement: "I understand that I can change my mind and cancel this permission at any time, but that such cancellation is forward-looking only, and will not affect information I already permitted to be released. If I revoke my permission, I must do so in writing and present it to the House of Possibilities, staff, or office authorized to use or disclose my images or information by this Permission for Release. I understand that once the above image(s)/information is/are disclosed, recipient(s) may re-disclose it and the material may not be protected by federal or state privacy laws or regulations. I understand my consent to the use or disclosure of my image(s) or information is voluntary and I do not need to sign this form to continue to receive services from House of Possibilities."
Status at follow-up	
Rating	Met

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

Indicator #	L39
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Indicator	Dietary requirements
Area Need Improvement	For one individual, staff were not familiar with their specialized dining protocol. The agency needs to ensure staff are familiar with all specialized dining protocols.
Process Utilized to correct and review indicator	In communication with the group home to gather more information regarding the stated protocol. We updated our records stating the member has the protocol and have informed staff. We are still looking for information regarding the real need and proper clinical signoffs for the dining protocol. Member's ISP is being held this week. /We will follow up and ask direct questions at his meeting held on 1/24/2024
Status at follow-up	
Rating	Not Met

Indicator #	L55
Indicator	Informed consent
Area Need Improvement	The agency's photo release does not include all required components, including a clear outline of the parameters for which consent is being requested, nor does it include conditions for withdrawing the consent. The agency needs to ensure their photo release contains all required components, including a clear outline of parameters for which consent is being requested as well as including conditions for withdrawing consent.

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Process Utilized to correct and review indicator	Added a statement to the consent that meets the needed improvements stated above. We added the following statement: "I understand that I can change my mind and cancel this permission at any time, but that such cancellation is forward-looking only, and will not affect information I already permitted to be released. If I revoke my permission, I must do so in writing and present it to the House of Possibilities, staff, or office authorized to use or disclose my images or information by this Permission for Release. I understand that once the above image(s)/information is/are disclosed, recipient(s) may re-disclose it and the material may not be protected by federal or state privacy laws or regulations. I understand my consent to the use or disclosure of my image(s) or information is voluntary and I do not need to sign this form to continue to receive services from House of Possibilities."
Status at follow-up	
Rating	Met

Indicator #	L86
Indicator	Required assessments
Area Need Improvement	For one individual, required assessments were not submitted within the required timelines. The agency needs to ensure all assessments are submitted within the required timelines.
Process Utilized to correct and review indicator	HOPe worked on creating a system of reviews and checks that will allow the assigned Case Manager to ensure that the support strategies are done in a timely fashion. Directors of CCAP programs have been shown and required to print HCSIS reports every month to allow for more complete and up-to-date follow-ups on upcoming due dates for ISPs..
Status at follow-up	

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Rating	Met
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Indicator #	L87
Indicator	Support strategies
Area Need Improvement	For one individual, support strategies were not submitted within the required timelines. The agency needs to ensure all support strategies are submitted within the required timelines.
Process Utilized to correct and review indicator	HOPe worked on creating a system of reviews and checks that will allow the assigned Case Manager to ensure that the support strategies are done in a timely fashion. Directors of CCAP programs have been shown and required to print HCSIS reports every month to allow for more complete and up-to-date follow-ups on upcoming due dates for ISPs.
Status at follow-up	
Rating	Met

Indicator #	L91
Indicator	Incident management
Area Need Improvement	Of 15 incidents entered into HCSIS , five were not finalized within the required timeline, and one was neither submitted nor finalized within the required timelines. The agency needs to ensure all incidents are submitted and finalized within the required timelines.

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Process Utilized to correct and review indicator	Create a system of internal tracking for reported incident reports so that management will be able to ensure that timelines are met for HCSIS reports. We have an internal reporting system that will send us an email through our Salesforce database when an incident is reported under case management. This will then initiate an internal log and record of follow-up by the program supervisor, which will record follow-up and notifications..
Status at follow-up	
Rating	Met

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

Indicator #	L48
Indicator	HRC
Area Need Improvement	The agency's Human Rights Committee did not contain a voting member with clinical expertise for the majority of their meetings. The agency needs to ensure it's committee has voting members which represent all required areas of expertise.
Process Utilized to correct and review indicator	Recruited additional members for the HRC to meet this requirement. We recruited Lead Batillo, BCBA to join our HRC team in June of 2023. Ms. Batillo is our co-chair.
Status at follow-up	
Rating	Met