

DEPARTMENT OF DEVELOPMENTAL SERVICES

LICENSURE AND CERTIFICATION

PROVIDER FOLLOW-UP REPORT

Provider: The Michael Lisnow Respite
Center, Inc.

Provider Address: 112 Main Street , Hopkinton

Name of Person Sharon Lisnow
Completing Form:

Date(s) of Review: 24-APR-15 to 27-APR-15

Follow-up Scope and results :		
Service Grouping	Licensure level and duration	# Indicators std. met/ std. rated
Employment and Day Supports	2 Year License	3/3
Residential and Individual Home Supports	2 Year License	6/6

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Summary of Ratings

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

Indicator #	L8
Indicator	Emergency Fact Sheets
Area Need Improvement	Emergency fact sheets were present and current for each individual; however, significant medical information was not included. All relevant medical diagnoses and medications must be included on each emergency fact sheet.
Process Utilized to correct and review indicator	We have found the Emergency Fact Sheets difficult to maintain. Our fire department has commented that the forms are too cluttered for quick access at transport. We developed our own transport form allowing the fire department quick access to the information they need. We have now combined our transport document with our own new emergency fact sheet. The new document is sorted by categories. All the information that is in the old emergency fact sheet is included in our new emergency transport and search sheets including pictures. The medication section has been expanded to include dose and frequency. The first page contains the most important data needed if an individual is having a medical event. The second is for medications. The third page contains the remainder of the information contained is the current DDS emergency fact sheet. It has been well received by DDS.
Status at follow-up	Complete, nothing is outstanding. New form has been sent to Survey and Certification.
Rating	Met

Indicator #	L55
Indicator	Informed consent

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Area Need Improvement	Consent must be obtained for each instance where the agency wishes to use the image of an individual they serve. The consent form must include where the image will be used, and be specific to each media and publication type. The current informed consent forms are too broad, and need to specify where and when the image will be used.
Process Utilized to correct and review indicator	We now get informed consent for each individual time an image is used. The new consent form is for each individual image.
Status at follow-up	Complete, nothing is outstanding.
Rating	Met

Indicator #	L87
Indicator	Support strategies
Area Need Improvement	Support strategies must be submitted 15 days prior to an ISP meeting.
Process Utilized to correct and review indicator	We will submit the strategies 15 days prior to the meeting and adjust them after they are reviewed at the meetings.
Status at follow-up	Complete, nothing is outstanding.
Rating	Met

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

Indicator #	L7
Indicator	Fire Drills
Area Need Improvement	While there were quarterly fire drills in place at the home, the asleep drills were not conducted during the asleep timeframe designated by the agency's safety plan. The home must conduct fire drills quarterly, with two fire drills conducted during the designated asleep time.
Process Utilized to correct and review indicator	We adjusted our safety plan. The sleep hours are now from 10pm to 7am. This will allow more flexibility for future drills. The amended plan was signed by Nancy Dumart on 3/26/15.

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Status at follow-up	Complete, nothing is outstanding.
Rating	Met

Indicator #	L8
Indicator	Emergency Fact Sheets
Area Need Improvement	While the emergency fact sheets were in place for each individual, they sheet must include significant medical information including a list of medications and all significant diagnoses.
Process Utilized to correct and review indicator	We have found the Emergency Fact Sheets difficult to maintain. Our fire department has commented that the forms are too cluttered for quick access at transport. We developed our own transport form allowing the fire department quick access to the information they need. We have now combined our transport document with our own new emergency fact sheet. The new document is sorted by categories. All the information that is in the old emergency fact sheet is included in our new emergency transport and search sheets including pictures. The medication section has been expanded to include dose and frequency. The first page contains the most important data needed if an individual is having a medical event. The second is for medications. The third page contains the remainder of the information contained in the current DDS emergency fact sheet. It has been well received by DDS.
Status at follow-up	Complete, nothing is outstanding. New form has been sent to Survey and Certification.
Rating	Met

Indicator #	L55
Indicator	Informed consent

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Area Need Improvement	Consent must be obtained for each instance where the agency wishes to use the image of an individual they serve. The consent form must include where the image will be used, and be specific to each media and publication type. The current informed consent forms are too broad, and need to specify where and when the image will be used.
Process Utilized to correct and review indicator	We now get informed consent for each individual time an image is used. The new consent form is for each individual image.
Status at follow-up	Complete, nothing is outstanding.
Rating	Met

Indicator #	L63
Indicator	Med. treatment plan form
Area Need Improvement	While the agency did have medication treatment plans in place, the documents did not include all of the required components. The agency must adjust the treatment plans to include how the behavior is manifested with the particular individual, as well as a plan to fade the medication based on the data collected.
Process Utilized to correct and review indicator	We expanded our Medication Treatment Plan to include a detailed description of the behavior and a plan to fade.
Status at follow-up	Complete, nothing is outstanding. New form sent to survey and certification.
Rating	Met

Indicator #	L87
Indicator	Support strategies
Area Need Improvement	Support strategies must be submitted 15 days prior to an ISP meeting.
Process Utilized to correct and review indicator	We will submit the strategies 15 days prior to the meeting and adjust them after they are reviewed at the meetings.
Status at follow-up	Complete, nothing is outstanding.

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Rating	Met
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Indicator #	L88
Indicator	Strategies implemented
Area Need Improvement	The agency needs to develop measurable goals and subsequently document and track the progress made on these goals. The agency should look at its current practices and its existing systems to formalize the tracking and documentation of goals.
Process Utilized to correct and review indicator	We have put a check off box on the bottom of the individuals am medication sheets. This will quantify the number of times individuals work on/accomplish the goal.
Status at follow-up	Complete, nothing is outstanding.
Rating	Met