

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

Provider: WESTPORT ASSOCIATES

Provider Address: P.O. Box N565 , Westport

Name of Person Lisa Cabral
Completing Form:

Date(s) of Review: 07-MAY-22 to 07-MAY-22

Follow-up Scope and results :		
Service Grouping	Licensure level and duration	# Indicators std. met/ std. rated
Residential and Individual Home Supports		

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

Indicator #	L15
Indicator	Hot water
Area Need Improvement	Hot water temperature at one home location exceeded the maximum of 120 degrees. The agency needs to ensure that water temperatures are between 110 and 120 degrees.

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Process Utilized to correct and review indicator	Temperature regulator placed and temperature tested and remains under 120 degrees.
Status at follow-up	The temperature regulator remains in place and hot water temperature remains between 110 and 120 degrees.
Rating	Met

Indicator #	L47
Indicator	Self medication
Area Need Improvement	One individual who is self-medicating has not demonstrated the ability to store the medications in a safe and secure manner. The agency needs to ensure that that individuals self-administering their medications are capable of safely storing and securing their medications.
Process Utilized to correct and review indicator	The individual purchased a combination lock box that is left in her apartment to safely store and secure her medication planner containers where she has access to include her PRNs. Forms have been given to the individual and reviewed to complete when self medicating with a PRN, such as a headache. Staff are observing to ensure she can properly self diagnose, take the PRN, and document accordingly. The individual's medication treatment charts were developed for each of her PRN medications to make reading and documentation easier for the individual.
Status at follow-up	The individual continues to use the combination lock box in her apartment in a safe and secure manner. The individual is taking and documenting her medications accordingly.
Rating	Met

Indicator #	L64
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Indicator	Med. treatment plan rev.
Area Need Improvement	One medication treatment plan had not been included in the individual's ISP. The agency needs to ensure that medication treatment plans are reviewed by all required groups.
Process Utilized to correct and review indicator	The medication treatment plan was sent to Service Coordinator to include in current ISP.
Status at follow-up	The medication treatment plan was accepted and approved to be included in the individual's ISP. The individual's guardian also signed for approval.
Rating	Met

Indicator #	L68
Indicator	Funds expenditure
Area Need Improvement	One individual utilized personal funds to purchase home items that were the responsibility of the agency. The agency needs to ensure that all individual's expenditures are for the purpose that directly benefits the individual.
Process Utilized to correct and review indicator	The individual was reimbursed by the agency for the cost of the items.
Status at follow-up	Purchases of items are monitored and questioned if needed, to determine if it is a personal purchase to be made by the individual or if the purchase is the agency's responsibility and if so to absorb the cost of such items.
Rating	Met

Indicator #	L84
Indicator	Health protect. Training

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Area Need Improvement	Staff at one home had not been trained on an individual's health related support. The agency needs to ensure that staff are trained on all supports/health related protections.
Process Utilized to correct and review indicator	A unique need protocol was completed along with training and support sign-off sheets documenting staff's review of the parameters of use of and reporting of wear and tear of the health related supports.
Status at follow-up	The individual's unique need protocol remains in place with all current staff signed off acknowledging use and when to report any issues, such as wear and tear
Rating	Met

Indicator #	L86
Indicator	Required assessments
Area Need Improvement	One individual's assessment was not submitted within required timelines in preparation for the ISP. The agency needs to ensure that assessment submission timelines are met as required.
Process Utilized to correct and review indicator	An assessment had been completed but had been returned for further information. Due to staff turnover, its need for resubmission had not been discovered in time. Going forward, submission timelines will be monitored and tracked as required.
Status at follow-up	The assessment has been completed, approved, and filed within the individual's ISP. Tracking of ISP documents will be maintained within the office to ensure timely completion and meeting of submission deadlines for ISP documents
Rating	Met

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

Indicator #	L48
Indicator	HRC
Area Need Improvement	The Human Rights Committee (HRC) has lacked legal expertise for the past year, and five of the last eight meetings attendance has lacked all expertise representation. The agency needs to ensure that HRC membership and attendance meets expertise representation.
Process Utilized to correct and review indicator	A legal representative has been attained to serve on the Human Rights Committee. Previous meetings had not included all members due to COVID reasons/issues. All members attended the HRC meeting in March 2022. Going forward, the agency will do its best to ensure attendance by all expertise members.
Status at follow-up	March 2022 and June 2022 HRC meetings included all members and expertise representation. Future meetings will be scheduled in consideration of attempts to ensure full attendance.
Rating	Met