

Health Regulation Administration

| STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION              |   | (X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER:<br><br>CPA-036                  | (X2) MULTIPLE CONSTRUCTION<br>A. BUILDING _____<br>B. WING _____   | (X3) DATE SURVEY COMPLETED<br><br>02/02/2011 |
|---|---|--|--|--|
| NAME OF PROVIDER OR SUPPLIER<br><br>SASHA BRUCE YOUTHWORX INC |   | STREET ADDRESS, CITY, STATE, ZIP CODE<br>741 8TH STREET SE<br>WASHINGTON, DC 20003 |  |  |
| (X4) ID PREFIX TAG  | SUMMARY STATEMENT OF DEFICIENCIES (EACH DEFICIENCY MUST BE PRECEDED BY FULL REGULATORY OR LSC IDENTIFYING INFORMATION)  | ID PREFIX TAG  | PROVIDER'S PLAN OF CORRECTION (EACH CORRECTIVE ACTION SHOULD BE CROSS-REFERENCED TO THE APPROPRIATE DEFICIENCY)  | (X5) COMPLETE DATE                           |
| S 000   | Initial Comments<br><br>An annual inspection was conducted on February 1, 2011, through February 2, 2011. The survey findings were based on record review and staff interview. The sample size was twenty five (25) employee records based on a census of twenty five (25).<br><br>The agency was found to be in substantial compliance with Title 29 Chapter 16, Standards of Placement, Care, and Services for Child Placing however deficiencies were cited.   | S 000  |  |  |
| S 096   | 1611.1(d) Personnel Records<br><br>(d) Annual performance evaluations signed by both the employee and supervisor;<br><br>This CONDITION is not met as evidenced by: Based on record review and interview, the agency failed to obtain performance evaluations for two (2) of twenty-five (25) employees. (Staff #8, and #10)<br><br>The finding includes:<br><br>Review of personnel records on February 1, 2011, at approximately 1:30 p.m. revealed that employees #8 and #10 did not have for review, their annual performance evaluations.<br><br>Interview conducted with the Human Resources Director on February 2, 2011, at approximately 3:50 p.m. confirmed the findings. | S 096  | Sasha Bruce Youthwork, Inc. is currently updating all documentation to reflect the completion of annual performance evaluations. Going forward, bi-annually all managers will be notified of performance evaluation due dates by memorandum. | 4/30/11                                      |
| S 103   | 1611.1(k) Personnel Records<br><br>(k) Physical examination reports required in section 1612.2;   | S 103  |  |  |

Health Regulation Administration



LABORATORY DIRECTOR'S OR PROVIDER/SUPPLIER REPRESENTATIVE'S SIGNATURE

TITLE *Executive Director*

(X6) DATE

STATE FORM

6999

U2B011

If continuation sheet 1 of 2

Health Regulation Administration

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|---|--|--|---|--|
| NAME OF PROVIDER OR SUPPLIER<br><br>SASHA BRUCE YOUTHWORK INC |  | STREET ADDRESS, CITY, STATE, ZIP CODE<br>741 8TH STREET SE<br>WASHINGTON, DC 20003 |   |  |
| (X4) ID PREFIX TAG  | SUMMARY STATEMENT OF DEFICIENCIES (EACH DEFICIENCY MUST BE PRECEDED BY FULL REGULATORY OR LSC IDENTIFYING INFORMATION)   | ID PREFIX TAG  | PROVIDER'S PLAN OF CORRECTION (EACH CORRECTIVE ACTION SHOULD BE CROSS-REFERENCED TO THE APPROPRIATE DEFICIENCY)   | (X5) COMPLETE DATE                           |
| S 103   | Continued From page 1<br><br>This CONDITION is not met as evidenced by:<br>Based on record review and interview, the agency failed to ensure that two (2) of twenty- five (25) employees had available for review, a current physical examination report as required in section 1612.2. (Employee's #12 and #14)<br><br>The finding includes:<br><br>Review of personnel records on February 2, 2011, at approximately 10:00 a.m. revealed that employees #12 and #14 failed to have current physical examinations in their records.<br><br>An interview with the Human Resources Director on February 2, 2011, at approximately 3:50 p.m. confirmed the findings. | S 103  | The Human Resources department is currently notifying staff who have expired physical examination. All employees are required to update physical examinations by 4/30/11. SBY will continue to complete a six-month file review on a regular basis.                                     | 4/30/11                                      |
| S 105   | 1611.1(m) Personnel Records<br><br>(m) Job position description.<br><br>This CONDITION is not met as evidenced by:<br>Based on record review and interview, the agency failed to obtain a job position description for three (3) of twenty five (25) employees. (Employee's #2, #3, and #20)<br><br>The finding includes:<br><br>Review of personnel records on February 1, 2011, at approximately 11:30 a.m., revealed that employee's #2, #3, and #20 did not have available for review job position descriptions.<br><br>An interview conducted with the Human Resources Director on February 2, 2011, at approximately 3:50 p.m. confirmed the findings.       | S 105  | Sasha Bruce Youthwork, Inc. is currently updating all documentation to reflect staff acknowledgement of position descriptions. The Human Resources department has created and implemented a new hire/human resources checklist which includes acknowledgement of position descriptions. | 3/15/11                                      |