



Division of Child Care & Early Childhood Education
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Corrective Action Agreement

Date: May 5, 2021
To: Melissa Dawson
Facility: Elizabeth Mitchell Centers (Centers for Youth and Families)
License #: 157

This document constitutes a formal Corrective Action Agreement (“CAA”) between Elizabeth Mitchell Centers and the Department of Human Services, Division of Child Care and Early Childhood Education, Placement and Residential Licensing Unit (“DHS”). This CAA will be in effect for a period of six months from the date of signing by both parties. This agreement may be extended beyond six months should DHS determine any non-compliance with the CAA during the stated corrective action period.

The purpose of this agreement is to gain and maintain a high degree of compliance with licensing requirements. The following non-compliance areas have been cited during the past six months:

Minimum Licensing Standards (Residential): Section 905-- Behavior Management, Section 907—Ratio/Supervision & Inspections, and Section 110--Investigations & Corrective Action

- 905.9 Physical restraints shall be performed using minimal force and time necessary. Physical restraint means the application of physical force without the use of any device, for the purpose of restraining the free movement of a resident’s body. Briefly holding a child without undue force in order to calm or comfort or holding a hand to safely escort a child from one area to another, is not considered a physical restraint.
 1. Elizabeth Mitchell Centers staff placed a resident in restraint on [REDACTED]/21 that resulted in the resident sustaining a broken arm.
 2. Elizabeth Mitchell Centers staff placed a resident in restraint on [REDACTED]/20 that resulted in the resident sustaining a broken arm.

3. Elizabeth Mitchell Centers staff placed a resident in a restraint on [REDACTED]/20 that resulted in a resident sustaining a comminuted fracture.
 4. Elizabeth Mitchell Centers staff placed a resident in a restraint on [REDACTED]/20 that resulted in a resident sustaining a broken arm.
- 907.2 Child caring staff shall be responsible for providing the level of supervision, care and treatment necessary to ensure the safety and well-being of each child at the facility, taking into account the child's age, individual differences and abilities, surrounding circumstances, hazards and risks.
 1. Elizabeth Mitchell Centers staff failed to properly supervise residents appropriately during an incident on [REDACTED]/21.
 2. Elizabeth Mitchell Centers staff failed to keep a resident in line of site, resulting in a resident's self-harm attempt on [REDACTED]/21.
 3. Elizabeth Mitchell Centers staff failed to supervise residents on [REDACTED]/20 resulting in sexual activity in the bathroom.
 - 110.17 The agency shall notify the Licensing Unit by the next by the next business day of serious injuries requiring emergency medical treatment, agency vehicle accidents, arrests, elopements, suicide attempts, or deaths, and maintain documentation of the incident and notification.
 1. Elizabeth Mitchell Centers failed to report a serious injury requiring medical attention after a physical restraint. Elizabeth Mitchell Centers provided the incident report to PRLU on 5/3/21, and the incident occurred on [REDACTED]/20.
 2. Elizabeth Mitchell Centers failed to report an incident on that occurred [REDACTED]/21 between two residents that resulted in a client having a black eye. PRLU was notified of the incident via [REDACTED]

The agency is required to complete the following:

- The Agency will complete intent training on procedures for mandated reporting and incident report to all child caring staff and other responsible staff as outlined in Section 110 of the Minimum Licensing Standards. Intent training will be provided by the Placement and Residential Licensing Unit.
- The Agency will retrain all staff on restraints/seclusions and provide proof to the Placement and Residential Licensing Unit. (Agency will have this completed by 5/31/21).

Agency:

- Handle with Care will no longer be utilized as a form of restraints at Elizabeth Mitchell Centers. Handle with Care was discontinued as 5/3/21. CPI will be utilized while the other options are being explored.

- Admission of new residents have been placed on hold while all staff becomes proficient with using CPI (Mark Bryant and Debra Gillion are the current trainers).

This document is intended to clarify any outstanding issues and to reduce the risk of misunderstanding or miscommunication. During this probationary time frame, frequent unannounced monitoring visits will be made to assure compliance.

Please be advised that any non-compliance cited during this corrective action period may result in a recommendation for adverse action on the license. Any violation of the corrective action plan will result in a recommendation for adverse action on the license.

Please do not hesitate to contact the Division of Child Care and Early Childhood Education, Placement and Residential Licensing Unit, if you have any questions or concerns regarding ongoing compliance with this agreement or any licensing requirements.

The signature of the license constitutes full acceptance of the provisions of the agreement.

Melinda Dawson 5-5-2021

Owner/ Director

Date

Shana King 5/5/21

Licensing Specialist

- Program Coordinator

Date

Erny Russo 5/5/21

Licensing Supervisor

Date

- Program Manager