

ADCC Name: Lotus ADCC
Compliance Manager Name:

Community Ties of America, Inc
45-955 Kanehameha Highway, Suite 300
Kaneohe, HI 96744

Date of Review: 2/10/15
Last Date Items below must be submitted to CTA: 2/18/15

Check Item	H.A.R. 17-1424 Chapter #	Chapter Heading	Item(s) Required To Meet Compliance
OK	3	Application for Certificate of Approval	
OK	11	Administration	
X	12	Personnel and Staffing	Protective Services 346-335 - Staff needs APS/CAN. See list. Sent APS/CAN on 02/24/15
OK	13	Admissions	Will set-up excel with expiration date
OK	14	Participant Fees	2. month in advance -
OK	15	Transportation	S 2/24/15
OK	16	Services for Center Participants	
OK	17	Physical Location	
OK	18	Fire Protection	
OK	19	Other Disasters and Evacuations	

The CTA Compliance Manager has reviewed the above items with me and has provided me with a copy of this form. It is my responsibility to correct all items listed above and provide proof of same to CTA within the timeframe stated above.
I understand that all items should be submitted to CTA all at one time before the due date.

If this box is checked then I understand that I met all requirements and no corrective action is required

PRINT NAME: SHARON ZAKAH.

SIGNATURE: 

Date: 2/10/15 02/11/15
I can fax, email or mail the items to the CTA compliance manager using contact information given to me.