

ADCC Name: Hale Hau'oli ADCC

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

Compliance Manager Name:

David Ayling, RN

Address: 98-1247 Kaahumanu ST.
Aiea, HI 96701

Adult Day Care Center (ADCC) Deficiency Report

Date of Review: 3/20/2020		Date Corrective Action Plan is Due:	
Check Item	H.A.R. 17-1424 Chapter #	Chapter Heading	Rule # and Non-Compliance findings
OK	3	Application for Certificate of Approval	
OK	11	Administration	
X	12	Personnel and Staffing	PROTECTIVE SERVICES 346-335 - STAFF MEMBER NEED CURRENT APS/CAN AND FINGERPRINTS/crim.
OK	13	Admissions	
OK	14	Participant Fees	
OK	15	Transportation	
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 a written plan of correction to CTA within the timeframe stated above.

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

PRINT NAME:

Kathleen Wyatt

SIGNATURE:

Kathleen Wyatt

Date: 3/20/2020

Compliance Manger Signature

David A Ayling RN

Date: 3/20/2020

Adult Day Care Centers (ADCCs)
 Written Plan of Correction for Deficiencies
 Listed in Corrective Action Report
 Chapter 17-1424

ADCC Name: Hale Hau`oli Hawai`i
 ADCC Address: 98-1247 Kaahumanu St, Suite 207, Aiea, HI 96701

Rule Number	Corrective Action Taken	Date Corrected	Prevention Strategy
346-335	<p>A calendar has been set up in Outlook on this date, with due dates of staff requirements: i.e. annual PPDs, fingerprinting and/or background checks, physicals, CPR and First Aid. The calendar will alert the Office Manager and the Executive Director when due dates are pending. This calendar will be available to both the Office Manager and the Executive Director so that there will be a double check to ensure that all requirements are in compliance. The Office Manager will manually enter the due dates of each requirement on her day-timer, will review her day-timer daily, and will schedule the requirement one month before it is due.</p>	3/23/20	<p>The calendar will be reviewed at least weekly, and if a requirement date is scheduled for the following month, the requirement will be completed at least three weeks before the due date.</p> <p>With the Office Manager and the Executive Director both reviewing the calendar, we will ensure that requirements are met on a timely basis.</p> <p>As the Office Manager reviews her day-timer daily, she will know a month in advance when a requirement is due for each employee. Again, this will ensure that requirements are met on a timely basis.</p>

Administrator's Signature: *Kathleen Wyatt*

Print Name: Kathleen Wyatt

Date of Signature: 3/23/2020