

# NOTICE OF AMENDED CONDITIONS ON LICENSE

May 29, 2014

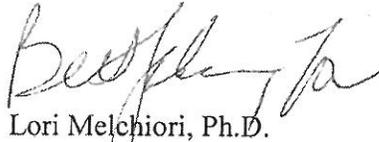
Based on the Statement of Deficiencies dated August 14, 2013, the Department of Social and Health Services imposes the following **amended** conditions on the license of **Woodlawn Place, License #13701, located at 1105 S. Woodlawn Road, Spokane, Washington.**

- 1. Staff B will carry out her bookkeeping functions in her home office at her personal residence, offsite from both Woodlawn and Renaissance Adult Family Homes (AFH). The majority of her bookkeeper duties will be accounting in nature which does not require any interactions with residents and only limited interactions with AFH staff. In carrying out Staff B's bookkeeping functions, Staff B will spend a total of ten (10) hours a week at the AFHs, split in some combination, between the two homes, in order to update the accounting records for each AFH.*
- 2. The provider will send out a letter in substantial form informing the current employees, residents' guardians and the residents without guardians of Staff B's transition to the new responsibilities of bookkeeper for the AFHs.*
- 3. During those times Staff B is on the premises in any area where residents reside, Staff B will be supervised by a caregiver or resident manager onsite, and will not be alone with any resident.*
- 4. Subject to the restrictions set forth in #3 above regarding supervised contact with residents, Staff B shall be allowed to be on the premises which Staff B owns, located at 1105 S Woodlawn Rd, Spokane WA 99216, in order to oversee and perform the maintenance and care of the premises.*
- 5. Staff B shall not be a caregiver, resident manager, managerial staff, indirect care staff or hold any position with responsibilities, delegated or otherwise, in the operation of the AFHs, and delivery of care and services to residents, except as specified above in the role of bookkeeper.*
- 6. Except to the extent required by Staff B's bookkeeping functions, Staff B shall not function as an outside consultant to the AFHs. In no case shall Staff B have any responsibilities for resident assessments, maintenance of resident records, or decision-making for resident care and services.*

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7. *The licensee must post the license with the Amended Conditions with the license in a visible location in a common area.*

These amended conditions are *effective May 20, 2014* as the result of an agreement between the adult family home and the Department, and remain in effect until lifted by formal Department of Social and Health Services notice.



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