

# NOTICE OF CONDITIONS ON LICENSE

June 15, 2020

Based on the Statement of Deficiencies dated **June 8, 2020**, the Department of Social and Health Services imposes the following conditions on the license of **Madison's Cottage, License #752950**, located at **1506 N Mamer Rd, Spokane Valley, Washington**.

- *The adult family home (AFH) provider must hire, at their own expense, an independent accounting agency by June 26, 2020, not currently or previously affiliated with the AFH and familiar with AFH regulations, to assist the provider to develop and implement an accounting system ensuring, but not limited to, the following:*
  - *Review the AFH accounting practices.*
  - *Evaluate the AFH current financial obligations such as but not limited to:*
    - *All federal, state, city, and county tax and insurance liabilities.*
    - *Verify property owned by the AFH providers or affiliated business entity is current on all liabilities.*
    - *Payroll practices such as time cards, time card management, payroll taxes, and obligations.*
    - *Status of utility payments.*
  - *Comply with the established and agreed upon repayment plan with L&I, associated with the AFH.*
  - *Establish systems to monitor all current or future payment plans associated with financial obligations.*
  - *Report any failure to meet any financial obligation payments or payment plans to the Department's toll-free hotline 1-800-562-6078 and appropriate agencies.*
  - *Provide a monthly summary written report of the status of the AFH's compliance with meeting their required financial obligations.*
  - *The requirement to provide all reports will continue for a period of 24 months after the establishment of agreed upon payment plans.*
- *The AFH provider must post this Notice of Conditions, with the license, in a visible location in a common use area of the AFH, accessible to residents and visitors.*

These conditions are effective on **June 15, 2020**, and remain in effect until lifted by formal Department of Social and Health Services notice.



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