



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
AGING AND LONG-TERM SUPPORT ADMINISTRATION
8517 E Trent Ave, Ste 102, Spokane Valley, WA 99212

Debra Jordan
Madison's Cottage
1506 N Mamer Rd
Spokane Valley, WA 99216

RE: Madison's Cottage License # 752950

Dear Provider:

This letter addresses Compliance Determination(s) 51724 (Completion Date 12/19/2024) and 49967 (Completion Date 11/07/2024).

The Department completed a follow-up inspection of your Adult Family Home on 12/19/2024 and found that you have corrected the violations listed in the Complaint report dated 11/07/2024. Your home is back in compliance as of 11/29/2024 with the cited requirements of the Washington Administrative Code or the Revised Code of Washington or both.

The Department found that deficiencies for the following licensing laws and regulations were corrected:

WAC 388-76-10025, WAC 388-76-10025-1, WAC 388-76-10025-2, WAC 388-76-10025-3,
WAC 388-76-10025-4

The Department staff who did the on-site verification:

Kurt Routzahn, AFH/ALF Complaint Investigator
Selena Clemons, Interim Community Field Manager

If you have any questions, please contact me at (509)598-0182.

Sincerely,

Selena Clemons, Field Manager
Region 1, Unit E
Residential Care Services



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Statement of Deficiencies	License #: 752950	Compliance Determination # 49967
Plan of Correction	Madison's Cottage	Completion Date
Page 1 of 3	Licensee: Debra Jordan	11/07/2024

You are required to be in compliance at all times with all licensing laws and regulations to maintain your Adult Family Home license.

The department completed data collection for an unannounced on-site complaint investigation on 11/07/2024 and 11/07/2024 of:

Madison's Cottage
 1506 N Mamer Rd
 Spokane Valley, WA 99216

This document references the following complaint number(s): 153245, 153638

The following sample was selected for review during the unannounced on-site visit: 5 of 5 current residents and 0 former residents.

The department staff that investigated the Adult Family Home:

Kortne Dunham, NCI Complaint Investigator

From:
 DSHS, Aging and Long-Term Support Administration
 Residential Care Services, Region 1 , Unit E
 8517 E Trent Ave, Ste 102
 Spokane Valley, WA 99212

As a result of the on-site visit(s), the department found that you are not in compliance with the licensing laws and regulations as stated in the cited deficiencies in the enclosed report.

 Residential Care Services

 Date

I understand that to maintain an Adult Family Home license, I must be in compliance with all the licensing laws and regulations at all times.

This document was prepared by Residential Care Services for the Locator website.

Provider (or Representative)

Date

WAC 388-76-10025 License annual fee.

- (1) The adult family home must pay the license fee that is established in the state's operating budget, as described in RCW 70.128.060 .
- (2) Each year, the home's annual license fee is due during the same month in which the home was initially licensed. For example, if the home was licensed in June, 2010, then the annual licensing fee will be due in June of each year.
- (3) The home must ensure that the department receives the annual license fee when it is due.
- (4) If the home does not pay the fee when it is due, the department will impose remedies.

This requirement was not met as evidenced by:

Based on observation, interview, and record review, the Adult Family Home (AFH) failed to ensure the annual licensing fee was paid as required to maintain a valid license for 5 of 5 residents (Residents 1, 2, 3, 4, and 5) residing in the AFH. This failure resulted in residents living in an AFH with outstanding licensing fees.

Findings included...

On 11/07/2024 review of Secure Tracking and Reporting System (STARS) showed the AFH's annual licensing fee of \$1,350.00 was due on 09/15/2024 and had not been paid.

On 11/07/2024 at 8:15 AM observation showed Residents 1, 2, 3, 4, and 5 resided in the home and received care and services from AFH staff.

On 11/07/2024 at 8:15 AM, Staff A, Provider, stated they had forgotten to pay the annual licensing fee.

This is a repeated deficiency previously cited on 01/08/2024 and 12/05/2023.

Attestation Statement

I hereby certify that I have reviewed this report and have taken or will take active measures to correct this deficiency. By taking this action, Madison's Cottage is or will be in compliance with this law and / or regulation on (Date)_____.

In addition, I will implement a system to monitor and ensure continued compliance with this requirement.

 Provider (or Representative)

 Date