

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION		(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER: CA030001534	(X2) MULTIPLE CONSTRUCTION A. BUILDING _____ B. WING _____		(X3) DATE SURVEY COMPLETED C 12/21/2011
NAME OF PROVIDER OR SUPPLIER WOODLAND SKILLED NURSING FACILITY			STREET ADDRESS, CITY, STATE, ZIP CODE 678 THIRD STREET WOODLAND, CA 95695		
(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (EACH DEFICIENCY MUST BE PRECEDED BY FULL REGULATORY OR LSC IDENTIFYING INFORMATION)	ID PREFIX TAG	PROVIDER'S PLAN OF CORRECTION (EACH CORRECTIVE ACTION SHOULD BE CROSS-REFERENCED TO THE APPROPRIATE DEFICIENCY)	(X5) COMPLETE DATE	
A 000	Initial Comments The following reflects the findings of the California Department of Public Health during the investigation of complaint #CA00292934. Representing the Department of Public Health: HFEN 1672/17121 The inspection was limited to the specific complaint(s) investigated and does not represent the findings of the a full inspection of the facility.	A 000		1/23/12	
A 924	T22 DIV5 CH3 ART5-72529(a)(2) Safeguards for Patients' Monies and Valuables (a) Each facility to whom a patient's money or valuables have been entrusted shall comply with the following: (2) Each licensee shall maintain safeguards and accurate records of patients' monies and valuables entrusted to the licensee's care including the maintenance of a detailed inventory and at least a quarterly accounting of financial transactions made on the patient's behalf. This Statute is not met as evidenced by: Based on interviews, document review and facility policy and procedure review, the facility failed to ensure a quarterly accounting of the patients' monies was made on behalf of 46 patients belonging to the Residents' Trust Fund Account (Patients 1- 46). Findings: On 12/21/11 at 9:27 a.m., an interview was conducted with Patient 1 at her day program. When questioned about quarterly statements, Patient 1 stated she has "been there (at the	A 924	Office Manager will generate and mail Resident Trust quarterly statements to resident and or responsible party. Business Office Manager will generate and print resident ledgers on a monthly basis. Copies of quarterly statements and monthly ledgers will be filed with Resident Trust monthly bank account Reconciliation. Accounts Receivable Consultant and or Administrator will perform audits to ensure quarterly statements were generated and sent to resident and or responsible party.		

Licensing and Certification Division

LABORATORY DIRECTOR'S OR PROVIDER/SUPPLIER REPRESENTATIVE'S SIGNATURE

STATE FORM

Next Wine

TITLE

Administrator

(X6) DATE

2/3/12

5599

EYB211

If continuation sheet 1 of 5

California Department of Public Health

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A 924	<p>Continued From page 1</p> <p>facility) for 5 years and has never received a quarterly statement."</p> <p>On 12/21/11 at 9:58 a.m., an unannounced visit was conducted at the facility to investigate a complaint related to "Misappropriation (the intentional, illegal use of the property or funds of another person for one's own use or other unauthorized purpose) of Property." The Executive Director (ED) was made aware of the complaint and documents were requested.</p> <p>On 12/21/11 at 10:47 a.m., an interview was conducted with the Business Office Manager (BOM) and the Accounts Receivable Consultant (ARC). When questioned about the quarterly statement, the ARC stated the last ones should have been sent out in September 2011. After looking in the patient's files and records, the ARC was unable to locate any quarterly statements.</p> <p>On 12/21/11 at 11:46 a.m., after the ARC looked for the quarterly statements, she stated "They should have gone out in June. There are no statements in here. I'm guessing they did not go. She (previous BOM) was trained to do them."</p> <p>On 12/21/11 at 12:17 p.m., an interview was conducted with Patient 8. Patient 8 was listed on his face sheet as his own responsible party. When questioned about the quarterly statements detailing the financial transactions from the Residents' Trust Fund Accounts, Patient 8 stated he did not receive any statements and was not aware of the balance in the account.</p> <p>On 12/21/11 at 12:25 p.m., an interview was conducted with Patient 18. Patient 18 was listed on his face sheet as his own responsible party. When questioned about the quarterly statements,</p>	A 924			

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A 924	Continued From page 2 Patient 18 stated he did not receive any statements and did not know how much many he had available in the Residents' Trust Fund Account. On 12/21/11 at 12:32 pm., an interview was conducted with Patient 23. Patient 23 was listed on his face sheet as being responsible for himself. When questioned about the quarterly statements, Patient 23 should have received detailing his financial transactions, Patient 23 stated he did not receive any quarterly statements. On 12/21/11 at 3:42 p.m., an interview was conducted with the ED. The ED stated "It was not done. After speaking with the previous BOM, she did not send them (quarterly statements) out." According to the facility's undated policy "Patient Trust" the following should be done: "Quarterly Statements: The Business Office Manager will ensure that the Resident Trust Quarterly Statement, which includes an itemization and complete description of all trust activity during the quarter, is generated and issued on a quarterly basis to all residents or authorized agents or responsible parties for whom funds are held and managed."	A 924	Business Office Manager and Administrative Assistant will meet monthly to reconcile residents account balances to ensure accounts do not get overdrawn. Items to be reconciled: Residents beginning balance, deposits, expenditures / receipts, and ending balance. Business Office Manager will give copies of Resident Trust Fund deposits to Administrative Assistant on day of deposit. Administrative Assistant will log deposit information to Residents ledger on day of deposit. Administrative Assistant will turn in all receipts/ expenditures to Business Office prior to last day of current month. Business Office Manager will post Resident receipts into billing system by date of transaction to ensure recording in chronological order.	1/23/12	
A 925	T22 DIV5 CH3 ART5-72529(a)(2)(A) Safeguards for Patients' Monies and Valuables (a) Each facility to whom a patient's money or valuables have been entrusted shall comply with the following: (2) Each licensee shall maintain safeguards and accurate records of patients' monies and	A 925			

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A 925	<p>Continued From page 3</p> <p>valuables entrusted to the licensee's care including the maintenance of a detailed inventory and at least a quarterly accounting of financial transactions made on the patient's behalf.</p> <p>(A) Records of patients' monies which are maintained as a drawing account shall include a control account for all receipts and expenditures, supporting vouchers and receipts for all expenditures of monies and valuables entrusted to the licensee, an account for each patient and supporting vouchers filed in chronological order. Each account shall be kept current with columns for debits, credits and balance. All of these records shall be maintained at the facility for a minimum of three years from the date of transaction. At no time may the balance in a patient's drawing account be less than zero.</p> <p>This Statute is not met as evidenced by: Based on interviews, documents and facility policy and procedure review, the facility failed to ensure Residents' Trust Fund Accounts for Patient 1, 3, 8 and 44 maintained balances greater than zero.</p> <p>Findings:</p> <p>On 12/21/11 at 9:58 a.m., an unannounced visit was conducted at the facility to investigate a complaint related to "Misappropriation (the intentional, illegal use of the property or funds of another person for one's own use or other unauthorized purpose) of Property." The Executive Director was made aware of the complaint and documents/policies were requested.</p> <p>On 12/21/11 at 10:47 a.m., an interview was conducted with the Business Office Manager</p>	A 925			

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A 925	<p>Continued From page 4</p> <p>(BOM) and Accounts Receivable Consultant (ARC). Information was requested from the Residents' Trust Fund Accounts to include individual ledgers. Review of the "Residents Balance Report" dated 11/30/11 which contained the names and individual amounts for each patient in the Residents' Trust Fund Accounts contained a negative balance for Patient 3 in the amount of -5.95.</p> <p>Further review of the individual patient ledgers indicated Patient 1 had a negative balance in her account in the amount of -2.66; Patient 8 had a negative balance on two occasions 9/19/11 and 10/21/11; and Patient 44 had a negative on two occasions 9/19/11 and 10/21/11 both in the amount of -34.32. The ledgers for all three patients were from September 1, 2011 thru November 30, 2011.</p> <p>On 12/21/11 at 11:46 a.m., an interview was conducted with the ARC. After reviewing the above documents, the ARC stated "There should not be a negative balance."</p> <p>According to the facility's undated policy "Patient Trust" the following should be done: "Balancing the Trust Fund: The Business Office Manager or Designee will ensure the Resident Trust Fund petty cash, bank statement, and computer program are balanced monthly. Upon receipt of the bank statement, reconcile the account balance. Ensure that: ... No negative balances exists on any individual resident account."</p>	A 925			