

**Eastern Virginia Local Human Rights Committee
Meeting Minutes
October 25, 2012**

A meeting of the Eastern Virginia Local Human Rights Committee was held on Thursday, October 25, 2012, at St. Mary's Home for Disabled Children, 6171 Kempsville Circle, Norfolk, VA 23502.

Members Present:

Mr. Matthew Albright, Chair
Ms. Denise Gordon, Vice Chair
Mr. David Paige, Secretary
Mr. John Dickinson, Member

Members Absent:

None

Providers Present:

Jacqueline Parker-Mazyck, SC/QMRP, Holiday House of Portsmouth, Inc
Melanie Draughn, SW/HRC Liaison, Holiday House of Portsmouth, Inc
Lucy Rotich, RN, BSN, MSA, Maryview Behavioral Medicine Center
Christine Parker, SW, St. Mary's Home for Disabled Children
Theresa Waldo, Psychologist, St. Mary's Home for Disabled Children
Ramon Corrales, AC Support Systems
Greg LeFever, Administrator, Better Life Services, Inc.
Patrick Stiehm, Virginia Home Based Counseling
Yvonne Green, Coordinator, Virginia Home Based Counseling
Latisha Holloway, Psalms Assistive Support Services LLC
Aman Massaquoi CEO, Angel House Inc
Shanequa Vass, Program Director, Envision Family Services
Jacqueline Taylor, Jerious Counseling Services LLC
Theresa Sands- Dowling, Cary Associates, LLC

Providers Absent:

Artis James, Bair Foundation
Douglas Newsome, Best Practices Coaching, Counseling, Consultation & Training LLC
Ronnie Brown, Owner, Community Options, LLC
LaTasha Holloway, Psalms Assistive Support Services, LLC
Abey Malave, A Positive Living

Also Present Were:

Stewart Prost, Human Rights Advocate
Carmen Gerena, EVLHRC Liaison
Ann Sparkman, Compliance Officer, St. Mary's Home

I. **Call to Order**

Matthew Albright, called the regular session of the EVLHRC meeting to order at 9:10am, and Ms. Carmen Gerena, EVLHRC Liaison, recorded the minutes. A quorum of members was present, and the meeting, having been duly convened, was ready to proceed. Matthew Albright introduced John Dickinson, the new member of our committee.

II. **Approval of Meeting Agenda**

There were some changes made to the Agenda by Matthew Albright, he stated that under Program updates number vii, Best Practices, is no longer a member of the Eastern Virginia Local Human Rights committee, they will have to start from scratch. He also stated that number VI, 'Open Forum', will be changed to 'Public Comments' and it will become number IV on the agenda at the next meeting. 'Public Comments' would be use for, if there is anyone here from the public that would like to say something to the committee that would be their time to share that information. We'll still have 'Presentation of Old Business', 'Presentation of New Business' and will also include the 'Program Updates'. We will list 'Program Updates' as 'b' listed under 'Presentation of New Business' and will use 'Presentation of New Business' for if we have any new business that needs to be brought before the committee.

Meeting agenda was reviewed. The Agenda was approved, motion made by Mr. David Paige and seconded by Mr. John Dickinson and was unanimously approved.

III. **Review of Minutes**

A motion to accept the minutes as presented by Mr. Matthew Albright and was motioned by Mr. David Paige and seconded by Mr. Matt Albright. Minutes were unanimously approved.

IV. **Old Business**

There was no old business.

V. **New Business**

Mr. Albright noted that Carmen will be sending out a meeting notice through Microsoft Office, where everyone can accept or decline. For the first 2 months a separate meeting notice will go out to make sure that everyone is receiving this notice. If you do not receive the meeting notice through Microsoft Office please let Carmen know. Mr. Prost noted that technically Carmen does not have to remind the Affiliates, she only has to make sure that there is a quorum of the committee members. The Affiliates should have the dates on their calendars for the whole year, but it is a good idea as a reminder.

a. **Program Updates**

i. **The Bair Foundation**

There was no representation, but report was e-mailed.

ii. **Community Options**

Mr. Ronnie Brown had sent an email stating that he would be out of town, but did send in his report.

- iii. **Holiday House of Portsmouth, Inc**
Report was given for July 1, 2012 – September 30, 2012 and copies of report were submitted. We have 27 individuals. We had 1 allegation of abuse in July. We had 0 complaint cases this quarter and have 2 individual behavior plans that we will review as well as the incident in Executive Session.
- iv. **Maryview Behavioral Medicine Center**
Lucy Rotich, report was given and copies of report were submitted for July 1, 2012 – September 30, 2012. We have a bed capacity of 54. Our average daily census has been low this quarter at 35. There have been no cases of abuse, 2 cases of restraints and 4 complaint cases that were all resolved which we will discuss in Executive Session.
- v. **Psalms Assistive Support Services**
Latisha Holloway reported, they are still unlicensed, so had nothing to report. But will submit a report.
- vi. **AC Support System**
Ramon Corales presented and report was given. We have 4 clients. There have been no allegations of abuse or neglect and no complaints.
- vii. **St. Mary's Home for Disabled Children**
Christine Parker reported for St. Mary's. Report was given and copies of report were submitted for July 1, 2012 – September 30, 2012. The current census for this period was 80. We had 1 allegation of abuse and we will be reviewing in Executive Session.
- viii. **Best Practices Coaching, Counseling, Consultation and Training, LLC**
Best Practices will no longer be an affiliate of this committee.
- ix. **Better Life Services**
Greg LeFever gave report. We serviced 54 clients this quarter. Our license specialist was changed to Gail Shriner. We have 0 cases of abuse or neglect to report.
- x. **A Positive Living**
No representative present.
- xi. **VA Home Based Counseling**
Patrick Stiehm presented. Brought reports. We have served 3 clients this past quarter. There have been no allegations of abuse or neglect. We did have a licensing review for failing to notify licensing of a change of address. We will make a change in our behavior management to handle with care by the end of this calendar year and will be moving to electronic medical records. Mr. Prost noted that before they implement a change it has to be reviewed by this committee. You need to submit your behavior management policies to this committee and to me prior to implementation that is according

to the regulations.

xii. **Angel House**

Aman Massaquoi presented. We have no activity as we are still waiting for licensing. We have been assigned a licensing rep Ms. Narissa Rhodes. We are preparing a house for inspection.

xiii. **Envision Family Services**

Shanequa Vass reported. They emailed their report.

xiv. **Jerious Counseling Group**

We received a report from them as well as a couple of policies and procedures that they changed. These changes need to be brought before the committee. The rep was not here at the time of reporting. Their rep arrived late.

xv. **Cary Associates Youth Empowerment Services**

Theresa Sands-Dawling, COO represented Cary Associates LLC. Reports were sent in.

xvi. **Carl Albero House at St. Mary's Home**

Ann Sparkman from St. Mary's Home, rep for Carol Albero House requested affiliation. Packets were sent to the committee members as well as behavior management policies. Basically the request is for the 12 bed adult facility that we are building on the back of our building. We are hoping to be affiliated with this group as well as for the St. Mary's Home for Disabled Children. There are basically no changes because human rights are human rights regardless if you are an adult or a child. The facility will be for our residents after they turn 21. Currently we will strictly be for our residents as they age out of St. Mary's Home. Mr. Prost inquired when would the new unit be opened. January. Mr. Prost asked if they would be using St. Mary's existing behavior management policies. Yes. Also asked if there will be program rules for the new unit. No. What is a little bit unusual about this is that it actually it is not adding a service because it is a residential service for intermediate care facility and number 2 it is not adding a location because it is in the same building. What the advocate recommends is to grant affiliation and if there are any new policies they should bring them forward and also the advocate may want to look at the program's Human Rights policies. The advocate will speak to the program's assigned licensing specialist and see if we may have to go through some other review or approval. The advocate's recommendation is to go ahead and grant the affiliation and if there are additional things that need to be done the LHRC can address them at the January meeting. Mr. Matthew Albright called for a motion that we accept Albero House at St. Mary's affiliation and Mr. David Paige motioned for Albero House at St. Mary's to be granted for affiliation and Ms. Denise Gordon seconded it. It was unanimously approved. Albero House at St. Mary's is now affiliated with the East Virginia Local Human Rights

Committee.

xvii. **Office of Human Rights**

Mr. Stewart Prost updated on the office, Timothy Jones is our new advocate and he is completing his training and is starting to take on things like Local Human Rights Committees and case assignments and everything else, so as providers you may see him around from time to time, but I will continue to serve as your technical advisor, this is not one of the committees that is going to go over to Mr. Jones. The advocate wanted to go over where we are, he wanted to welcome and thank Mr. John Dickinson for becoming the latest member of this committee. It kind of puts this committee into a situation of that you now have 4 committee members which means that you are not on the edge of not having to have everybody show up for a meeting and that's a good thing. We have a single vacancy and that vacancy is a general position. It can be a family member, it can be a person with professional interest or it can be a citizen with interest. All it takes is to fill that position. That is the easiest position to fill and it is everybody's responsibility to try to get these positions filled. Now, will the State Human Rights Committee be looking hard at it? Well the answer is no, but we really do want to get this committee up to 5 members, so that when we come to committee meetings we can be assured of a quorum. All providers can nominate people for this position. What this committee can do is get someone to fill out an application and go ahead to send it to Mr. Prost and when he gets it depending on the timing of it, the committee will either have the individual come to one of the regular meetings or the committee can get a couple of the committee folks together and along with the advocate can have a special meeting and get the individual interviewed and then the committee can recommend appointment to the State Human Rights Committee. Mr. Prost noted, the committee is in an okay shape, but were not in good shape, we're not in great shape, committee could be in great shape by having this committee vacancy filled. Mr. Prost really urged providers to do that.

Mr. Prost wanted to bring up a couple of events that are coming up, one is this coming Friday, starting at 9:15am over at the Hampton Newport News Community Services Board which is 300 Medical Drive in Hampton they will be holding the meeting of State Human Rights Committee, which is the body that has appointed the members to this committee and those meetings like these meetings are open to the public. So everyone is welcome to attend. The other thing is on November 8th; the advocate's office is doing training for LHRC members. It is going to take place at Eastern State Hospital; the training will run from 9am to noon. Refreshments will be provided, but not lunch. What they are doing right now is opening up to LHRC members to attend. Anybody who hasn't been in training for the last 3 years. What you need to do is RSVP, if you are going to attend. The number is 757 253-7061. What they are going to do at some point is, if Providers want to attend this training, and it is really geared for LHRC members, but Providers from time to time have asked about attending and if Providers want to attend after

a certain date the we may open it up to Providers and if you are interested give our office a call and say you are interested as a provider. The other thing the advocate wanted to remind Providers of, was that not only are the providers going to do their 4th quarter report for next month, the providers will also have to do their annual report. This is how the annual report can be done. What you do is, look at your incidents and add them all up for the year, and some of you will of course still have 0s which is fine, fill in the details on that report and attach your previous 4 quarterly reports to it when you submit it to the committee and to everyone else, just simply attach it. That way you don't have to rewrite everything or redo everything, you just reattach your quarter reports to your annual report. This is going to be due for review at the January meeting. At the January meeting for this committee you will present your 4th quarter report and your annual report, because they are pretty much due at the same time. The other thing, the advocate wanted to remind everybody is, everyone of you Providers are required to submit a seclusion and restraint report to the department and there is a form on the Departments website and if not, Mr. Prost will try and find it and send it to you, if you send him an email. But you are required to send those and you send them to Mary Greenfield at the central office and that is just a report and if you haven't used seclusion or restraint in the past year, all you have to do is put a note on it and say no seclusion and no restraint and you are done. But you are still required to do a report, so Mr. Prost wanted to remind everybody to make sure that you do those annual reports, they are due January 15, as well as your annual report for this committee and probably about the same time as your quarterly report.

Mr. Albright added a comment, when you email your reports if you would please in the subject line would you please start them off with EVLHRC and then put quarterly report or whatever, this way the members can filter those into a folder that would say EVLHRC. That way they can all go in and we can look at them and they can stay there and we can keep them there if we need to.

Mr. Prost continued with quarterly reports, comment number 1 – they need to be to this committee and to me and to your secretarial support person 2 weeks prior to this meeting. Not the day of, but 2 weeks prior. It is a requirement under the bylaws and the cooperative agreement, so again, 2 weeks prior. Mr. Prost noted that this was the last warning the next time he would have to look at requesting citations from affiliate's licensing specialist for those who are licensed. For those affiliates who are not licensed, you still need to do a quarterly report. Filing a report is a way that you keep the committee informed as to what is going on. The other thing, number 2 – on the 3rd page there are some things that you need to fill out. Saying not applicable is not acceptable, as it is all applicable. You have a responsibility to do all these things. Now whether you have licensing changes or not, you can put none. Whether you have any policies or procedures to put forward putting none is okay, if you have any behavior plans for the quarter you can put none and that is okay, but putting not applicable – it is all applicable. So

that is the other thing about the quarterly reports.

Mr. Prost suggested that the confidential information section of the report of alleged abuse, neglect or complaints could be brought to the committee on the day of the meeting instead of mailing them out.

Basically, the advocate wants to remind everybody about the process of adding a location. As the advocate said, St. Mary's situation was very unusual because they were neither adding a location or really adding a service, the only thing they were adding was an age group and that's a little different. Generally, if you are adding a location, for example if you are a sponsor provider and you're adding a location, all you need to do is send a letter to the advocate's office indicating the address of the new location that is coming under your existing Human Rights policies and procedures and is coming under your existing Behavior Management policies and just the address of the location, the contact person, the phone number and when it will be opened. You don't even have to ask for affiliation. You can just go ahead and do it. It is more of a notification for this committee. In the case of adding a service that is a little different. Adding a service is very different. For example if you are an intensive in-home and you're adding a house support services or you're a day support program and you're adding say an outpatient program or something or an intensive in-home, you would have to send a provider verification form which is available on our website or you can obtain it from Mr. Prost and send it to Margaret Walsh. Now if you are a day support program and you are adding residential that is a significant thing and Ms. Walsh would want to see a copy of your Human Rights Policy because your Human Rights Policies are going to address a lot of different issues. That you would send off to Ms. Walsh and you'd also be sending a service modification to your licensing specialist, pretty much simultaneously as your doing these things and then once you get the letter back indicating that Ms Walsh has received your compliance notification and everything else, then the next step that you need to do is send this committee a copy of your program description, Behavior Management policy, program rules (if you have any) and your Human Rights policies and a copy of the letter you received from Ms. Walsh and ask to be placed on the agenda and request affiliation. You will not be able to begin your service until you get your affiliation. If you still need clarification please contact Mr. Prost.

Mr. Prost also noted that at this point, attendance at all meetings is a requirement, this committee had said that it wants all the Providers to come to every meeting, being absent from meetings, unless there is a dire circumstance, example: illness, death, automobile accidents, really bad traffic and there may be other situation, but the bottom line is that you are required to attend meetings and again this is part of your responsibility and your responsibility to support this committee. And lastly those responsibilities also include providing the clerical support and providing the meeting place and any other support this group may have need for, example if this group needed financial assistance to get to a training we are running

that would be you as Providers, your responsibility. Mr. Prost opened to questions and comment and there were none.

Mr. Albright responded to Mr. Prost suggestion of bringing the confidential part of the report to the meeting. Mr. Albright opened up for comments. Mr. Albright entertained a motion to accept reports allegations on the day of the meeting and Ms. Gordon moved the motion it was unanimously accepted and the motion carries.

VI. **Open Session**

Mr. Albright personally thanked the groups that reached out during a recent death in his family, Envision, Janice Burrus, Terry Waldo, Holiday House, and Jerious Counseling. My family and I really appreciated everything that was done.

VII. **Closed Session for Human Rights Complaints, Abuse, Discrimination, Formal/Informal Complaints:**

At 10:10am Mr. David Paige moved the EVLHRC go into executive session pursuant to the Virginia Code Section 2.2-3711 A (4) for the protection of the privacy of individuals in personal matters not related to public business. Namely for the purpose of reviewing behavior programming and client specific data and/or complaints, and or investigations for authorized representatives for Holiday House of Portsmouth, Inc, Maryview Behavioral Medicine Center, and St. Mary's Home for Disabled Children: see attached reports. Motion was made by Ms. Denise Gordon and seconded by Mr. David Paige. All members present voted in favor of the motion. The motion was made to accept the information given during closed Executive Session and go into open session. All members present voted in favor of the motion.

Upon reconvening in open session, each member of EVLHRC certified that, to the best of each EVLHRC Member's knowledge, only public business matters lawfully exempted from statutory open meeting requirements, and only public business matters identified in the motion to convene the executive session were discussed in the executive session. See attached record of Executive Session.

VIII. **Adjournment**

The meeting adjourned at 11:17 a.m.

IX. **Next Meeting:**

The next meeting of the Eastern Virginia Local Human Rights Committee will be held on Thursday, January 24, 2013, at St. Mary's Home for Disabled Children, 6171 Kempsville Circle, Norfolk, VA 23502. St. Mary's Home for Disabled Children will provide refreshments.

Provider Quarterly Report of Human Rights Activities

Name of Provider: Holiday House of Portsmouth, Inc ICF/ID
Local Human Rights Committee: Eastern Virginia Local Human Rights Committee
Name of Provider LHRC Liaison: Melanie J. Draughn, BSW, QMRP
Name of Licensing Specialist: Nathan Woodard, Licensing Specialist
Number of individuals served by provider in this quarter: 27
Quarter: 4TH Quarter covering July, August, September 2012

Status of Allegations of Abuse and Neglect

Number of Abuse Allegation cases: 1
Cases Pending: 1
Cases Closed: 0

July 2012

Total Counts Alleged by Type:

Physical: **One** Sexual: 0
Verbal: 0 Neglect: 0
Neglect (Peer to Peer) 0
Exploitation:
Other: Restraint:

August 2012

Total Counts Occurred by Type:

Physical: 0 Sexual: 0
Verbal: Neglect:
Neglect (Peer to Peer):
Exploitation:
Other: Restraint:

September 2012

Total Counts Alleged by Type:

Physical:
Sexual:
Verbal: Neglect:
Neglect (Peer to Peer) **One**
Exploitation:
Other: Restraint:

Provide details, by date of occurrence, of all cases. Include any required Corrective Action.

See additional documentation provided

Status of Complaint Cases

Total of Complaint Cases: 0
Number of cases resulting in a violation: 0
Cases Pending: 0
Cases Closed: 0

Complaint Category Totals:

Assurance of Rights: 0
Dignity: 0
Services: 0
Participation in Decision Making: 0
Confidentiality: 0
Access to an Amendment of Services record: 0
Restrictions on Freedoms of Everyday Life: 0
Use of Seclusion Restraint and Time Out: 0
Work: 0
Research: 0
Complaint and Fair Hearing: 0
Determination of Capacity to give consent: 0
Authorized Representatives: 0
Complaint Resolution: 0
Reporting Requirements: 0

Complaint Resolution Level:

Number of complaints resolved in the Informal Process: 0
Number of complaints resolved in the Formal Process: 0
Below Director: _____
Director: _____
Commissioner: _____
LHRC: _____
SHRC: _____

Provide details, by date of occurrence, of all cases that resulted in the following:

- a violation,
- a request for fact-finding (LHRC hearing)
- a Corrective Action Plan

Additional reporting and review requirements as applicable:

Please provide information about your efforts to ensure that allegations of abuse and neglect and human rights complaints are captured and reported as required by the regulations.

Allegations of Abuse: *Holiday House of Portsmouth uses the following efforts to ensure allegations of abuse and neglect are captured as reported by the regulations. Upon receipt of any allegation of abuse or neglect this facility takes steps to protect the safety and welfare of the individual, suspend the suspected employee pending outcome of the investigation, ensure that Human Rights Advocate and Regulatory Authorities have been notified within a 24 hour time frame, and completed within a 5 day time frame. This facility notifies parents and child protective services.*

Human Rights Complaints: *A procedure is established to allow for individuals or their parents/ authorized representatives to present their dissatisfaction with any aspect of the Holiday House program, and to seek satisfactory redress and resolution. The Holiday house will make every attempt to resolve complaints at earliest possible step. The Holiday House of Portsmouth will provide assistance and support to individual with the complaint process.*

Provide information about any changes to your DBHDS licensing status including citations, service additions and closures.

Holiday House of Portsmouth, Inc has not had any changes to DBHDS license, or citations for this quarter.

Provide information about any new or amended policies, procedures or program rules that could potentially impact the human rights of individuals receiving services through your organization including but not limited to, restrictions, restraints, seclusions and time-outs.

None

Please list the actions you have taken to meet the provider's requirements under section 12 VAC 35-115-250 (A) related to support of the LHRC and recruitment of members as needed.

There were no actions throughout this quarter.

Quarterly Review of any Behavioral Plans involving the use of restraint or time out:

KA (Peek-a boo) Mitt

AP: (Protective Headgear)

Provider Quarterly Report of Human Rights Activities

Name of Provider: Maryview Behavioral Medicine Services

Local Human Rights Committee: Eastern Virginia LHRC

Name of Provider LHRC Liaison: Lucy Rotich, RN, BSN, MSA, Nurse Manager

Name of Licensing Specialist: Reginald Daye, Dept. of Behavioral Health and Developmental Services

Number of individuals served by provider in this quarter: July, August, September 2012

Quarter 3rd

Status of Allegations of Abuse and Neglect

Number of Abuse Allegation cases: 0

Cases Pending:

Cases Closed: 0

Total Counts Alleged by Type:

Physical: 0 Sexual: 0

Verbal: 0 Neglect: 0

Neglect (Peer to Peer): 0

Exploitation: 0

Other: 0 Restraint: 0

Total Counts Occurred by Type:

Physical: 0 Sexual: 0

Verbal: 0 Neglect: 0

Neglect (Peer to Peer): 0

Exploitation: 0

Other: 0 Restraint: 2

Provide details, by date of occurrence, of all cases. Include any required Corrective Action.

SEE ATTACHED ADDENDUM

Status of Complaint Cases

Total of Complaint Cases: 4

Number of cases resulting in a violation: 0

Cases Pending: 0

Cases Closed: 4

Complaint Category Totals:

Assurance of Rights: 4

Dignity: _____

Services: _____

Participation in Decision Making: _____

Confidentiality: _____

Access to and Amendment of Services record: _____

Restrictions on Freedoms of Everyday Life: _____

Use of Seclusion Restraint and Time Out: _____
Work: _____
Research: _____
Complaint and Fair Hearing; _____
Determination of Capacity to give consent: _____
Authorized Representatives: _____
Complaint Resolution: 4 _____
Reporting Requirements: 4 _____

Complaint Resolution Level:

Number of complaints resolved in the Informal Process: 0 _____
Number of complaints resolved in the Formal Process: 4 _____

Below Director: _____
Director: 4 _____
Commissioner: _____
LHRC: _____
SHRC: _____

Provide details, by date of occurrence, of all cases that resulted in the following:

- a violation,
- a request for fact-finding (LHRC hearing)
- a Corrective Action Plan

Additional reporting and review requirements as applicable:

Please provide information about your efforts to ensure that allegations of abuse and neglect and human rights complaints are captured and reported as required by the regulations.

Patients are provided with a copy of rights on admission and this is repeated as a part of program each day. Nurse managers, supervisors and directors are informed of any allegations by patient and investigates.

Provide information about any changes to your DBHDS licensing status including citations, service additions and closures.

None.

Provide information about any new or amended policies, procedures or program rules that could potentially impact the human rights of individuals receiving services through your organization including but not limited to, restrictions, restraints, seclusions and time-outs.

New policy on restraint prohibits 4 point restraint for children 12 and younger.

Please list the actions you have taken to meet the provider's requirements under section 12 VAC 35-115-250 (A) related to support of the LHRC and recruitment of members as needed.

Quarterly Review of any Behavioral Plans involving the use of restraint or time out:

Provider Quarterly Report of Human Rights Activities

Name of Provider: Virginia Home Based Counseling + Virginia Support services
Local Human Rights Committee: EV LHRC
Name of Provider LHRC Liaison: Katrina Drew + Yvonne Green
Name of Licensing Specialist: Carrie Blackburn
Number of individuals served by provider in this quarter: 23
Quarter: 3rd

Status of Allegations of Abuse and Neglect

Number of Abuse Allegation cases: 0
Cases Pending: 0
Cases Closed: 0

Total Counts Alleged by Type:

Physical: 0 Sexual: 0
Verbal: 0 Neglect: 0
Neglect (Peer to Peer): 0
Exploitation: 0
Other: 0 Restraint: 0

Total Counts Occurred by Type:

Physical: 0 Sexual: 0
Verbal: 0 Neglect: 0
Neglect (Peer to Peer): 0
Exploitation: 0
Other: 0 Restraint: 0

Provide details, by date of occurrence, of all cases. Include any required Corrective Action.

None to report

Department of Behavioral Health and Developmental Services
Office of Human Rights

Status of Complaint Cases

Total of Complaint Cases: : 0
Number of cases resulting in a violation: 0
Cases Pending: 0
Cases Closed: 0

Complaint Category Totals:

Assurance of Rights: 0
Dignity: 0
Services: 0
Participation in Decision Making; 0
Confidentiality: 0
Access to and Amendment of Services record: 0
Restrictions on Freedoms of Everyday Life: 0
Use of Seclusion Restraint and Time Out: 0
Work: 0
Research: 0
Complaint and Fair Hearing; 0
Determination of Capacity to give consent: 0
Authorized Representatives: 0
Complaint Resolution: 0
Reporting Requirements: 0

Complaint Resolution Level:

Number of complaints resolved in the Informal Process: 0
Number of complaints resolved in the Formal Process: 0

Below Director: 0
Director: 0
Commissioner: 0
LHRC: 0
SHRC: 0

Provide details, by date of occurrence, of all cases that resulted in the following:

- a violation,
- a request for fact-finding (LHRC hearing)
- a Corrective Action Plan

Additional reporting and review requirements as applicable:

Please provide information about your efforts to ensure that allegations of abuse and neglect and human rights complaints are captured and reported as required by the regulations.

At orientation all new QMHP + LMHP's are trained in reports to human rights reporting. Annually this information is reviewed and a quiz to demonstrate knowledge is retained in each person's personnel Record. All allegations are reported to the Program Director to ensure the complaint is handled appropriately.

Provide information about any changes to your DBHDS licensing status including citations, service additions and closures.

None at this time

Provide information about any new or amended policies, procedures or program rules that could potentially impact the human rights of individuals receiving services through your organization including but not limited to, restrictions, restraints, seclusions and time-outs.

None at this time

Please list the actions you have taken to meet the provider's requirements under section 12 VAC 35-115-250 (A) related to support of the LHRC and recruitment of members as needed.

None at this time

Quarterly Review of any Behavioral Plans involving the use of restraint or time out:

Provider Quarterly Report of Human Rights Activities

Name of Provider: St. Mary's Home for Disabled Children

I Human Rights Committee: Eastern Virginia LHRC

Name of Provider LHRC Liaison: Melanie Perez-Lopez

Name of Licensing Specialist: Dennis Riddick/ Nate Woolard _____

Number of individuals served by provider in this quarter: 80

Quarter : July 1 to September 30, 2012 80

Status of Allegations of Abuse and Neglect

Number of Abuse Allegation cases: 1

Cases Pending: 0

Cases Closed: 1

Total Counts Alleged by Type:

Physical: _____ Sexual: _____

Verbal: 1 Neglect: _____

Neglect (Peer to Peer): _____

Exploitation: _____

Other: _____ Restraint: _____

Total Counts Occurred by Type:

Physical: _____ Sexual: _____

Verbal: 1 Neglect: _____

Neglect (Peer to Peer): _____

Exploitation: _____

Other: _____ Restraint: _____

Provide details, by date of occurrence, of all cases. Include any required Corrective Action.

Will discuss in Executive Session.

Status of Complaint Cases

Total of Complaint Cases: : 0

Number of cases resulting in a violation: 0

Cases Pending: 0

Cases Closed: 0

Complaint Category Totals:

Assurance of Rights: _____

Dignity: _____

Services: _____

Participation in Decision Making: _____

Confidentiality: _____

Access to and Amendment of Services record: _____

Restrictions on Freedoms of Everyday Life: _____

Use of Seclusion Restraint and Time Out: _____

Work: _____

Research: _____
Complaint and Fair Hearing; _____
Determination of Capacity to give consent: _____
Authorized Representatives: _____
Complaint Resolution: _____
Reporting Requirements: _____

Complaint Resolution Level:

Number of complaints resolved in the Informal Process: 1
Number of complaints resolved in the Formal Process: 0

Below Director: _____
Director: _____
Commissioner: _____
LHRC: _____
SHRC: _____

Provide details, by date of occurrence, of all cases that resulted in the following:

- a violation,
- a request for fact-finding (LHRC hearing)
- a Corrective Action Plan

Additional reporting and review requirements as applicable:

Please provide information about your efforts to ensure that allegations of abuse and neglect and human rights complaints are captured and reported as required by the regulations.

St. Mary’s HDC process is a reporting of any “event” on an Event Report and daily “huddle” (M-F) to address the reports with key staff. QI reports any events of alleged abuse or neglect to Social Work immediately upon receipt. Staff can also directly report to Social Work in writing (privately and confidentially) or verbally any suspected abuse/ neglect referrals.

Staff Development does an annual inservice on our Human Rights policy and our Abuse and Neglect policy. They also orient any new employees.

Provide information about any changes to your DBHDS licensing status including citations, service additions and closures.

St. Mary's is adding the Albero House to our existing license which will house 12 adults over the age of 22. We anticipate that our residents will transition to the Albero House as they age-out of the Children's facility. We will seek affiliation with the EVLHRC at this meeting.

Provide information about any new or amended policies, procedures or program rules that could potentially impact the human rights of individuals receiving services through your organization including but not limited to, restrictions, restraints, seclusions and time-outs.

St. Mary's HDC has not added any new policies, procedures or programs. The Albero House (for adults) should be opening in December of this year, however we anticipate that the Human Rights policy and procedures will follow our established policies as in the Children's facility.

Please list the actions you have taken to meet the provider's requirements under section 12 VAC 35-115-250 (A) related to support of the LHRC and recruitment of members as needed.

See report from last quarter.

Quarterly Review of any Behavioral Plans involving the use of restraint or time out:

St. Mary's HDC received a variance to have our behavior plans reviewed by our SCC.

Plans are to be reviewed by our Positive Behavior Support Committee and SCC in early October.

Provider Quarterly Report of Human Rights Activities

Name of Provider: AC SUPPORT SYSTEM LLC

Local Human Rights Committee: Easter Virginia Local Human Rights Committee

Name of Provider LHRC Liaison: Reginald Daye

Name of Licensing Specialist: NERISSA RHODES

Number of individuals served by provider in this quarter: 4

Quarter : October 2012

Status of Allegations of Abuse and Neglect

Number of Abuse Allegation cases: 0

Cases Pending: n/a

Cases Closed: n/a

Total Counts Alleged by Type: Total Counts Occurred by Type:

Physical: Sexual: Physical: Sexual:

Verbal: Neglect: Verbal: Neglect:

Neglect (Peer to Peer: Neglect (Peer to Peer):

Exploitation: Exploitation:

Other: Restraint: Other: Restraint:

Provide details, by date of occurrence, of all cases. Include any required Corrective Action.

Status of Complaint Cases

Total of Complaint Cases: : 0

Number of cases resulting in a violation: 0

Cases Pending: n/a

Cases Closed: n/a

Complaint Category Totals:

Assurance of Rights: 0

Dignity: 0

Services: 0

Participation in Decision Making; 0

Confidentiality: 0

Access to and Amendment of Services record: 0

Restrictions on Freedoms of Everyday Life: 0

Use of Seclusion Restraint and Time Out: 0

Work: 0

Research: 0

Complaint and Fair Hearing; 0

Determination of Capacity to give consent: 0

Authorized Representatives: 0

Complaint Resolution: 0

Reporting Requirements: 0

Complaint Resolution Level:

Number of complaints resolved in the Informal Process: n/a

Number of complaints resolved in the Formal Process: n/a

Below Director: n/a

Director: n/a

Commissioner: n/a

LHRC: n/a

SHRC: n/a

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Provide details, by date of occurrence, of all cases that resulted in the following:

a violation,

a request for fact-finding (LHRC hearing)

a Corrective Action Plan

Additional reporting and review requirements as applicable:

Please provide information about your efforts to ensure that allegations of abuse and neglect and human rights complaints are captured and reported as required by the regulations.

none

Provide information about any changes to your DBHDS licensing status including citations, service additions and closures.

none

Provide information about any new or amended policies, procedures or program rules that could potentially impact the human rights of individuals receiving services through your organization including but not limited to, restrictions, restraints, seclusions and time-outs.

none

Please list the actions you have taken to meet the provider's requirements under section 12 VAC 35-115-250 (A) related to support of the LHRC and recruitment of members as needed.

none

Quarterly Review of any Behavioral Plans involving the use of restraint or time out:

Provider Quarterly Report of Human Rights Activities

Name of Provider: Better Life Services, Inc.
Local Human Rights Committee: Eastern Region
Name of Provider LHRC Liaison: Greg LeFever
Name of Licensing Specialist: Barry Lee
Number of individuals served by provider in this quarter: 54
Quarter : July 1– Sept 30, 2012

Status of Allegations of Abuse and Neglect

Number of Abuse Allegation cases: 0
Cases Pending: 0
Cases Closed: 0

Total Counts Alleged by Type:

Physical: 0 Sexual: 0
Verbal: 0 Neglect: 0
Neglect (Peer to Peer): 0
Exploitation: 0
Other: 0 Restraint: 0

Total Counts Occurred by Type:

Physical: 0 Sexual: 0
Verbal: 0 Neglect: 0
Neglect (Peer to Peer): 0
Exploitation: 0
Other: 0 Restraint: 0

Provide details, by date of occurrence, of all cases. Include any required Corrective Action.

Status of Complaint Cases

Total of Complaint Cases: : 0
Number of cases resulting in a violation: 0
Cases Pending: 0
Cases Closed: 0

Complaint Category Totals:

Assurance of Rights: 0
Dignity: 0
Services: 0
Participation in Decision Making: 0
Confidentiality: 0
Access to and Amendment of Services record: 0
Restrictions on Freedoms of Everyday Life: 0
Use of Seclusion Restraint and Time Out: 0
Work: _____
Research: _____

Complaint and Fair Hearing: _____
Determination of Capacity to give consent: _____
Authorized Representatives: _____
Complaint Resolution: _____
Reporting Requirements: _____

Complaint Resolution Level:

Number of complaints resolved in the Informal Process: _____
Number of complaints resolved in the Formal Process: _____

Below Director: _____
Director: _____
Commissioner: _____
LHRC: _____
SHRC: _____

Provide details, by date of occurrence, of all cases that resulted in the following:

- a violation,
- a request for fact-finding (LHRC hearing)
- a Corrective Action Plan

Additional reporting and review requirements as applicable:

Please provide information about your efforts to ensure that allegations of abuse and neglect and human rights complaints are captured and reported as required by the regulations.

Provide information about any changes to your DBHDS licensing status including citations, service additions and closures.

Provide information about any new or amended policies, procedures or program rules that could potentially impact the human rights of individuals receiving services through your organization including but not limited to, restrictions, restraints, seclusions and time-outs.

Please list the actions you have taken to meet the provider’s requirements under section 12 VAC 35-115-250 (A) related to support of the LHRC and recruitment of members as needed.

Quarterly Review of any Behavioral Plans involving the use of restraint or time out:

Provider Quarterly Report of Human Rights Activities

Name of Provider: Angel House, Inc

Local Human Rights Committee: Eastern Virginia LHC

Name of Provider LHRC Liaison: Aman A. Massaquoi

Name of Licensing Specialist: None

Number of individuals served by provider in this quarter: 0

Quarter : September 30, 2012

Status of Allegations of Abuse and Neglect

Number of Abuse Allegation cases: 0

Cases Pending: 0

Cases Closed: 0

Total Counts Alleged by Type:

Physical: 0 Sexual: 0

Verbal: 0 Neglect: 0

Neglect (Peer to Peer): 0

Exploitation: 0

Other: 0 Restraint: 0

Total Counts Occurred by Type:

Physical: 0 Sexual: 0

Verbal: 0 Neglect: 0

Neglect (Peer to Peer): 0

Exploitation: 0

Other: 0 Restraint: 0

Provide details, by date of occurrence, of all cases. Include any required Corrective Action.

Status of Complaint Cases

Total of Complaint Cases: : 0

Number of cases resulting in a violation: 0

Cases Pending: 0

Cases Closed: 0

Complaint Category Totals:

Assurance of Rights: 0

Dignity: 0

Services: 0

Participation in Decision Making; 0

Confidentiality: 0

Access to and Amendment of Services record: 0

Restrictions on Freedoms of Everyday Life: 0

Use of Seclusion Restraint and Time Out: 0

Work: 0

Research: 0

Complaint and Fair Hearing; 0

Determination of Capacity to give consent: 0

Authorized Representatives: 0

Complaint Resolution: 0

Reporting Requirements: 0

Complaint Resolution Level:0

Number of complaints resolved in the Informal Process: 0

Number of complaints resolved in the Formal Process: 0

Below Director: _____

Director: _____

Commissioner: _____

LHRC: _____

SHRC: _____

Provide details, by date of occurrence, of all cases that resulted in the following:

- a violation,
- a request for fact-finding (LHRC hearing)
- a Corrective Action Plan

None

Additional reporting and review requirements as applicable:

Please provide information about your efforts to ensure that allegations of abuse and neglect and human rights complaints are captured and reported as required by the regulations.

None

Provide information about any changes to your DBHDS licensing status including citations, service additions and closures.

None

Provide information about any new or amended policies, procedures or program rules that could potentially impact the human rights of individuals receiving services through your organization including but not limited to, restrictions, restraints, seclusions and time-outs.

None

Please list the actions you have taken to meet the provider's requirements under section 12 VAC 35-115-250 (A) related to support of the LHRC and recruitment of members as needed.

None

Quarterly Review of any Behavioral Plans involving the use of restraint or time out:

None

Provider Quarterly Report of Human Rights Activities

Name of Provider: The Bair Foundation of Virginia
Local Human Rights Committee: Eastern Virginia Regional LHRC
Name of Provider LHRC Liaison: James Artis
Name of Licensing Specialist: Sharon Stroble
Number of individuals served by provider in this quarter: 00

Year: 2012

Quarter : **1st Quarter: Jan. 1 – Mar. 31** ____
2nd Quarter: Apr. 1 – June 30 ____
3rd Quarter: July 1 – Sept. 30 x ____
4th Quarter: Oct. 1 – Dec. 31 ____

Status of Allegations of Abuse and Neglect

Number of Abuse Allegation cases: 0
Cases Pending: 0
Cases Closed: 0

Total Counts Alleged by Type:

Physical: _____ Sexual: _____
Verbal: _____ Neglect: _____
Neglect (Peer to Peer): _____
Exploitation: _____
Other: _____ Restraint: _____

Total Counts Occurred by Type:

Physical: _____ Sexual: _____
Verbal: _____ Neglect: _____
Neglect (Peer to Peer): _____
Exploitation: _____
Other: _____ Restraint: _____

Provide details, by date of occurrence, of all cases. Include any required Corrective Action.

Status of Complaint Cases

Total of Complaint Cases: : 0
Number of cases resulting in a violation: 0
Cases Pending: 0
Cases Closed: 0

Complaint Category Totals:

Assurance of Rights: _____
Dignity: _____
Services: _____
Participation in Decision Making: _____
Confidentiality: _____
Access to and Amendment of Services record: _____

Restrictions on Freedoms of Everyday Life: _____
Use of Seclusion Restraint and Time Out: _____
Work: _____
Research: _____
Complaint and Fair Hearing; _____
Determination of Capacity to give consent: _____
Authorized Representatives: _____
Complaint Resolution: _____
Reporting Requirements: _____

Complaint Resolution Level:

Number of complaints resolved in the Informal Process: 0
Number of complaints resolved in the Formal Process: 0

Below Director: _____
Director: _____
Commissioner: _____
LHRC: _____
SHRC: _____

Provide details, by date of occurrence, of all cases that resulted in the following:

- a violation,
- a request for fact-finding (LHRC hearing)
- a Corrective Action Plan

Additional reporting and review requirements as applicable:

Question 1 – Question 1 is asking you to explain the mechanisms your organization utilizes (or will utilize) to identify, report and document allegations of abuse/neglect and human rights complaints. This could include ongoing or periodic staff training, QA reviews, client education etc. (Response required for Question 1)

1. Please provide information about your efforts to ensure that allegations of abuse and neglect and human rights complaints are captured and reported as required by the regulations.

Quarterly surveys are submitted to families and referral sources. Weekly supervision and biweekly group supervision

2. Provide information about any changes to your DBHDS licensing status including citations, service additions and closures.

Licensing conducted an unannounced visit and were had zero citations from the visit. We were given a triennial license as a result.

3. Provide information about any new or amended policies, procedures or program rules that could potentially impact the human rights of individuals receiving services through your organization including but not limited to, restrictions, restraints, seclusions and time-outs. **No report**

Question 4 – Question 4 is asking you to explain the proactive steps taken by your organization to ensure that the LHRC maintains the code-mandated membership requirement of 2 consumers (of mental health, intellectual disabilities or substance abuse services), 1 family member and 1 health care provider. (Response required for Question 4)

4. Please list the actions you have taken to meet the provider's requirements under section 12 VAC 35-115-250 (A) related to support of the LHRC and recruitment of members as needed.

There is active advisement of the need of membership when communicating with parents/clients.

5. Quarterly Review of any Behavioral Plans involving the use of restraint or time out:

No reports

Provider Quarterly Report of Human Rights Activities

Name of Provider: Community Options, LLC
Local Human Rights Committee: Easter Virginia Local Human Rights Committee
Name of Provider LHRC Liaison: Reginald Daye
Name of Licensing Specialist: Dennis Riddick
Number of individuals served by provider in this quarter: 2
Quarter : October 2012

Status of Allegations of Abuse and Neglect

Number of Abuse Allegation cases: 0
Cases Pending: n/a
Cases Closed: n/a

Total Counts Alleged by Type:

Physical: _____ Sexual: _____
Verbal: _____ Neglect: _____
Neglect (Peer to Peer): _____
Exploitation: _____
Other: _____ Restraint: _____

Total Counts Occurred by Type:

Physical: _____ Sexual: _____
Verbal: _____ Neglect: _____
Neglect (Peer to Peer): _____
Exploitation: _____
Other: _____ Restraint: _____

Provide details, by date of occurrence, of all cases. Include any required Corrective Action.

Status of Complaint Cases

Total of Complaint Cases: : 0
Number of cases resulting in a violation: 0
Cases Pending: n/a
Cases Closed: n/a

Complaint Category Totals:

Assurance of Rights: 0
Dignity: 0
Services: 0
Participation in Decision Making: 0
Confidentiality: 0
Access to and Amendment of Services record: 0
Restrictions on Freedoms of Everyday Life: 0
Use of Seclusion Restraint and Time Out: 0
Work: 0
Research: 0

Complaint and Fair Hearing; 0
Determination of Capacity to give consent: 0
Authorized Representatives: 0
Complaint Resolution: 0
Reporting Requirements: 0

Complaint Resolution Level:

Number of complaints resolved in the Informal Process: n/a
Number of complaints resolved in the Formal Process: n/a

Below Director: n/a
Director: n/a
Commissioner: n/a
LHRC: n/a
SHRC: n/a

Provide details, by date of occurrence, of all cases that resulted in the following:

- a violation,
- a request for fact-finding (LHRC hearing)
- a Corrective Action Plan

Additional reporting and review requirements as applicable:

Please provide information about your efforts to ensure that allegations of abuse and neglect and human rights complaints are captured and reported as required by the regulations.
n/a

Provide information about any changes to your DBHDS licensing status including citations, service additions and closures.

One of our clients expired on September 24th, 2012 while admitted to Maryview Hospital. Client was HIV positive. This is categorized as a service change. There were no allegations of abuse and/or neglect regarding this client.

Provide information about any new or amended policies, procedures or program rules that could potentially impact the human rights of individuals receiving services through your organization including but not limited to, restrictions, restraints, seclusions and time-outs.

n/a

Please list the actions you have taken to meet the provider's requirements under section 12 VAC 35-115-250 (A) related to support of the LHRC and recruitment of members as needed.

n/a

Quarterly Review of any Behavioral Plans involving the use of restraint or time out:

n/a

Provider Quarterly Report Of Human Rights Activities

Name of Provider: Envision Family Services, LLC
Local Human Rights Committee: Eastern Virginia LHRC
Region 5
Name of Provider LHRC Liaison: Mercedes Santos---Bell
& Shanequa Vass, Co---Owners
Name of Licensing Specialist: Nathan Woodard
Number of individuals served by provider in this quarter: 0
Quarter: 3rd (July 2012---September 2012)

Status of Allegations of Abuse and Neglect

Number of Abuse Allegation cases: 0
Cases Pending: 0
Cases Closed: 0

Total Counts Alleged by Type:

Physical: 0 Sexual: 0
Verbal: 0 Neglect: 0
Neglect (Peer to Peer): 0
Exploitation: 0
Other: 0 Restraint: 0

Total Counts Occurred by Type:

Physical: 0 Sexual: 0
Verbal: 0 Neglect: 0
Neglect (Peer to Peer): 0
Exploitation: 0
Other: 0 Restraint: 0

Provide details, by date of occurrence, of all cases. Include any required Corrective Action.
N/A

Status of Complaint Cases

Total of Complaint Cases: 0
Number of cases resulting in a violation: 0
Cases Pending: 0
Cases Closed: 0

Complaint Category Totals:

Assurance of Rights: 0
Dignity: 0
Services: 0
Participation in Decision Making: 0
Confidentiality: 0
Access to and Amendment of Services record: 0
Restrictions on Freedoms of Everyday Life: 0
Use of Seclusion Restraint and Time Out: 0
Work: 0
Research: 0
Complaint and Fair Hearing: 0
Determination of Capacity to give consent: 0
Authorized Representatives: 0

Complaint Resolution: 0
Reporting Requirements: 0

Complaint Resolution Level:

Number of complaints resolved in the Informal Process: 0
Number of complaints resolved in the Formal Process: 0
Below Director:
Director:
Commissioner:
LHRC:
SHRC:

Provide details, by date of occurrence, of all cases that resulted in the following:

- a violation,
N/A
- a request for fact---finding (LHRC hearing)
N/A
- a Corrective Action Plan
N/A

Additional reporting and review requirements as applicable:

N/A

Please provide information about your efforts to ensure that allegations of abuse and neglect and human rights complaints are captured and reported as required by the regulations.

N/A

Provide information about any changes to your DBHDS licensing status including citations, service additions and closures.

N/A

Provide information about any new or amended policies, procedures or program rules that could potentially impact the human rights of individuals receiving services through your organization including but not limited to, restrictions, restraints, seclusions and time---outs.

N/A

Please list the actions you have taken to meet the provider’s requirements under section 12 VAC 35--
-115---250 (A) related to support of the LHRC and recruitment of members as needed.

N/A

Quarterly Review of any Behavioral Plans involving the use of restraint or time out:

N/A

Provider Quarterly Report of Human Rights Activities

Name of Provider: Cary Associates LLC, DBA as Youth Empowerment Services

Local Human Rights Committee: Eastern Virginia Regional Local Human Rights Committee

Name of Provider LHRC Liaison: Theresa Sands-Dawling

Name of Licensing Specialist: Unassigned

Number of individuals served by provider in this quarter: None

Quarter : July-Sept

Status of Allegations of Abuse and Neglect

Number of Abuse Allegation cases: none

Cases Pending: none

Cases Closed: none

Total Counts Alleged by Type:

Physical: _____ Sexual: _____

Verbal: _____ Neglect: _____

Neglect (Peer to Peer): _____

Exploitation: _____

Other: _____ Restraint: _____

Total Counts Occurred by Type:

Physical: _____ Sexual: _____

Verbal: _____ Neglect: _____

Neglect (Peer to Peer): _____

Exploitation: _____

Other: _____ Restraint: _____

Provide details, by date of occurrence, of all cases. Include any required Corrective Action.

Youth Empowerment Services is still unlicensed and is currently not serving any clients.

Status of Complaint Cases

Total of Complaint Cases: : _____

Number of cases resulting in a violation: _____

Cases Pending: _____

Cases Closed: _____

Complaint Category Totals:

Assurance of Rights: _____

Dignity: _____

Services: _____

Participation in Decision Making: _____

Confidentiality: _____

Access to and Amendment of Services record: _____

Restrictions on Freedoms of Everyday Life: _____

Use of Seclusion Restraint and Time Out: _____

Work: _____

Research: _____
Complaint and Fair Hearing; _____
Determination of Capacity to give consent: _____
Authorized Representatives: _____
Complaint Resolution: _____
Reporting Requirements: _____

Complaint Resolution Level:

Number of complaints resolved in the Informal Process: _____
Number of complaints resolved in the Formal Process: _____

Below Director: _____
Director: _____
Commissioner: _____
LHRC: _____
SHRC: _____

Provide details, by date of occurrence, of all cases that resulted in the following:

- a violation,
- a request for fact-finding (LHRC hearing)
- a Corrective Action Plan

Additional reporting and review requirements as applicable:

Please provide information about your efforts to ensure that allegations of abuse and neglect and human rights complaints are captured and reported as required by the regulations.

N/A

Provide information about any changes to your DBHDS licensing status including citations, service additions and closures.

As of 9/30/12 we have made contact w/DBHDS and have been told that they are still reviewing material from November 2011 (we submitted in March 2012). We anticipate receiving information by Spring 2012.

Provide information about any new or amended policies, procedures or program rules that could potentially impact the human rights of individuals receiving services through your organization including but not limited to, restrictions, restraints, seclusions and time-outs.

We have made updates to our policy on restraint and seclusions based on the last LHRC meeting suggestions.

Please list the actions you have taken to meet the provider's requirements under section 12 VAC 35-115-250 (A) related to support of the LHRC and recruitment of members as needed.

We are in full support and understanding of our Local Human Rights Committee. We pledge to fully cooperate and provide input, suggestions, and assistance when asked, offered, or requested.

Quarterly Review of any Behavioral Plans involving the use of restraint or time out:

N/A

EVLHRC QUARTERLY MEETING DATES AND LOCATIONS 2013

1 ST Quarterly Meeting	9:00 a.m., Thursday January 24, 2013	St. Mary's Home for Disabled Children 6171 Kempsville Circle Norfolk, VA 23502
2 nd Quarterly Meeting	9:00 a.m., Thursday April 25, 2013	St. Mary's Home for Disabled Children 6171 Kempsville Circle Norfolk, VA 23502
3 rd Quarterly Meeting	9:00 a.m., Thursday July 25, 2013	St. Mary's Home for Disabled Children 6171 Kempsville Circle Norfolk, VA 23502
4 th Quarterly Meeting	9:00 a.m., Thursday October 24, 2013	St. Mary's Home for Disabled Children 6171 Kempsville Circle Norfolk, VA 23502