

07/01/2026

Wade R Brost, Authorized Agent
Minnesota Specialty Health System Brainerd
3200 LABORE RD STE 104
Vadnais Heights, MN 55110-5186

License Number: 1060225 (IRTS/RCS)
Program Location: 11615 State Ave, Brainerd, MN 56401

CORRECTION ORDER

Dear Wade R Brost:

On 04/06/2026, 04/07/2026 and 04/08/2026, the Department of Human Services (DHS) conducted a licensing review at Minnesota Specialty Health System Brainerd. DHS requires you to take the corrective action described below. Details of our findings, next steps, and your options are explained below.

Standards reviewed

The licensing review determined compliance with the provisions governing intensive residential treatment services and residential crisis stabilization services under Minnesota Statutes, chapter 245I.

Licensing violations

DHS determined that your program failed to follow the standard(s) described below.

Policies and Procedures

1. Violation: The license holder's description of treatment services did not meet requirements in the following ways:
 - a. The written description did not include the following treatment services required to be provided in an IRTS:
 1. Making referrals for the client to other service providers in the community; and
 2. Supporting the client's transition from intensive residential treatment services to another setting.
 - b. The optional treatment services offered by the license holder were not included in the written description.

Citation: Minnesota Statutes, section 245I.23, subdivision 3 and subdivision 4, paragraph (b)

Corrective Action Required Correct immediately and maintain compliance. Within 30 days receipt of this order, submit a revised description of treatment services that demonstrates compliance.

2. Violation: The license holder's quality assurance and improvement plan did not meet requirements. A plan to address the following required components was not included:

- a. Encouraging ongoing consultation between members of the treatment team; and
- b. Methods to obtain and evaluate feedback about services from the following:
 - 1. Clients;
 - 2. Family and other natural supports;
 - 3. Referral sources; and
 - 4. Staff persons.

Citation: Minnesota Statutes, section 245I.23, subdivision 23, paragraph (a)

Corrective Action Required Correct immediately and maintain compliance. Within 30 days receipt of this order, submit a revised plan that demonstrates compliance.

3. Violation: The license holder's policy on client rights did not include the following required components:
- a. The client's right to be informed prior to a photograph or audio or video recording being made; and
 - b. The client's right to refuse to allow any recording or photograph that is not for the purpose of identification or supervision.

Citation: Minnesota Statutes, section 245I.12, subdivision 1, clause (3)

Corrective Action Required Correct immediately and maintain compliance. Submit a revised policy within 30 days of receipt of this order.

4. Violation: The license holder's grievance procedure did not meet requirements in the following ways:
- a. The procedure did not state that within three business days of receiving a client's grievance, the license holder will acknowledge in writing that they received the client's grievance.

Citation: Minnesota Statutes, section 245I.12, subdivision 5, paragraph (c)

Corrective Action Required Correct immediately and maintain compliance. Submit a revised policy within 30 days of receipt of this order.

5. Violation: The license holder's procedure for storing and accounting for medication did not include the following requirements:
- a. Prescription medications stored by the client must have a written medication order from a licensed prescriber.

Citation: Minnesota Statutes, section 245I.11, subdivision 3, paragraph (b)

Corrective Action Required Correct immediately and maintain compliance. Within 30 days receipt of this order, submit a procedure that demonstrates compliance.

6. Violation: The license holder's medication administration procedures did not include the following required components:
- a. Maintaining a record of incidents of deferring a client's medication; and
 - b. Documenting any incident when a client's medication is omitted.

Citation: Minnesota Statutes, section 245I.11, subdivision 5, clause (4)

Corrective Action Required Correct immediately and maintain compliance. Within 30 days receipt of this order, submit a procedure that demonstrates compliance.

7. Violation: The license holder's procedure for medication orders did not include the following:
- a. How the program will maintain the client's right to privacy and dignity.

Citation: Minnesota Statutes, section 245I.11, subdivision 4, paragraph (a)

Corrective Action Required Correct immediately and maintain compliance. Within 30 days receipt of this order, submit a procedure that demonstrates compliance.

Program Practices

8. Violation: The license holder did not meet critical incident reporting requirements:
- a. The critical incident was not reported to the Commissioner within 10 days of learning of the incident
 - o For incident(s) dated 03/11/2024 and 02/05/2026

Citation: Minnesota Statutes, section 245I.13

Corrective Action Required Correct immediately and maintain compliance.

Client Records

9. Violation: 1 of 3 client files reviewed for the initial treatment plan did not meet requirements in the following ways:
- a. The plan did not consider crisis assistance strategies that have been effective for the client in the past (C3).

Citation: Minnesota Statutes, section 245I.23, subdivision 7, paragraph (b)

Corrective Action Required Correct immediately and maintain compliance.

10. Violation: 1 of 3 client files reviewed for requirements governing the substance use assessment did not meet requirements in the following ways:
- a. The substance use assessment did not include the following:
 1. An evaluation of the client's:
 - i. Non-compliance with psychosocial treatment (C2).

Citation: Minnesota Statutes, section 245I.23, subdivision 7, paragraph (h)

Corrective Action Required Correct immediately and maintain compliance.

11. Violation: 1 of 3 client files reviewed did not meet discharge requirements in the following ways:
- a. The client was not provided a copy of the discharge summary (C2).

Citation: Minnesota Statutes, section 245I.23, subdivision 18

Corrective Action Required Correct immediately and maintain compliance.

12. Violation: 3 of 3 client files reviewed did not meet the following individual treatment plan (ITP) requirements:
- The individual treatment plan was not completed within 10 days of admission (C2)
 - The ITP did not include the following:
 - Strategies to engage the client if they have a history of not engaging in treatment (C1, C2 and C3);
 - Strategies to engage the client if they are court ordered to participate in treatment services (C1 and C3); and
 - Strategies to engage the client if they are court ordered to take neuroleptic medications (C1).

Citation: Minnesota Statutes, section 245I.23, subdivision 7, paragraph (f); and section 245I.10, subdivision 8, paragraph (a)

Corrective Action Required Correct immediately and maintain compliance.

Within 30 days receipt of this order, submit an individual treatment plan that demonstrates compliance.

13. Violation: 1 of 3 client files reviewed did not meet progress note requirements. The progress note did not include the following required components:
- Documentation of the scope of the service, including the following required components:
 - The targeted goal and objective (C2)
 - For progress note(s) dated 11/05/2025, 11/06/2025, 11/07/2025, 11/08/2025, 11/09/2025, 11/10/2025, 11/11/2025, 11/12/2025 and 11/13/2025 (C2)

Citation: Minnesota Statutes, section 245I.08, subdivision 4

Corrective Action Required Correct immediately and maintain compliance.

Staff Records

14. Violation: 5 of 5 personnel files reviewed for treatment supervision plans did not meet requirements in the following ways:
- The treatment supervision plan was not developed within 30 days of the staff person's first day of employment (SP1, SP2 and SP6); and
 - The treatment supervision plan was not updated at least annually (SP5 and SP7)
 - For calendar year(s) 2024 (SP5)
 - For calendar year(s) 2024 and 2025 (SP7)

Citation: Minnesota Statutes, section 245I.06, subdivision 2, paragraph (a)

Corrective Action Required Correct immediately and maintain compliance.

Within 30 days receipt of this order, submit updated supervision plans for SP5 and SP7.

15. Violation: For 1 of 7 personnel files reviewed, the individual's background study was not affiliated under the correct roster (SP5)

Citation: Minnesota Statutes, section 245C.07, subdivision (a)

Corrective Action Required Correct immediately and maintain compliance.
License holder corrected affiliation on site. No further actions are needed.

How to respond

If you fail to correct the violation(s) within the time limits identified above, DHS may impose a fine or take an action on your license. If requested above, Send your written response and any supporting documentation to your licensur at:

Commissioner, Department of Human Services
ATTN: Elissa Olson
Licensing Division
PO Box 64242
St. Paul, MN 55164-0242

Your right to request reconsideration

You have the right to request reconsideration of this order and the cited violations. Your request must:

- Be in writing
- List each violation you are challenging
- Identify what is inaccurate or incomplete about the information in this order
- Supply information that is accurate or more complete
- Be made before the deadlines provided below

If you are mailing your request, it must be received by DHS within 20 calendar days from when you received this order. If you do not meet this deadline, you lose your right to request reconsideration. The timeline to appeal began when you received this order. Please send it to:

Office of Inspector General
Legal Counsel's Office
Attention: Licensing Legal Unit
P.O. Box 64953
Saint Paul, MN 55164-0953

If your request is being personally delivered, it must be received by DHS within 20 calendar days from when you received this order. If you do not meet this deadline, you lose your right to request reconsideration. The timeline to appeal began when you received this order. Please bring it to:

Commissioner, Department of Human Services
Office of Inspector General, Legal Counsel's Office - Licensing
444 Lafayette Road North
St. Paul, MN 55155

Legal authority

This action is taken under Minnesota Statutes, section 245A.06, subdivision 1. The timeline to request reconsideration of the order is provided in Minnesota Statutes, section 245A.06, subdivision 2.

Questions

If you have any further questions regarding this matter, you may contact me at 651-431-6276 or at elissa.olson@state.mn.us.

Sincerely,

Elissa Olson, Licenser
Office of Inspector General
Licensing Division