

October 31, 2024

Joan Amara Greene, Authorized Agent
Liz Caring Home LLC
19522 Holt Street Northwest #101
Elk River, Minnesota 55330
License Number: 1113559 (245D – HCBS)

CORRECTION ORDER

Dear Joan Amara Greene:

On September 6, 2024, a licensing review of Liz Caring Home LLC, located at 19522 Holt Street Northwest, #101, Elk River, Minnesota, was conducted to determine compliance with state and federal laws and rules governing the provision of home and community-based services to persons with disabilities and age 65 and older under Minnesota Statutes, Chapter 245D. As a result of this licensing review a Correction Order is being issued.

A. Reason for Correction Order

Pursuant to Minnesota Statutes, section 245A.06, if the Commissioner of the Department of Human Services (DHS) finds that the license holder has failed to comply with an applicable law or rule and this failure does not imminently endanger the health, safety, or rights of the persons served by the program, the Commissioner may issue a Correction Order to the license holder.

The following violation(s) of state or federal laws and rules were determined as a result of the licensing review. Corrective action for each violation is required by Minnesota Statutes, section 245A.06 and is hereby ordered by the Commissioner of Human Services.

1. Citation: Minnesota Statutes, section 245D.095, subdivision 5, paragraph (a), clause (2)

Violation: For one of one person whose record was reviewed (SP1), the license holder did not maintain a personnel record as required.

The license holder failed to maintain documentation of SP1s orientation and training in the below areas:

- Basic first aid as required; and
- Orientation to each individual service recipient's needs.

Corrective Action Ordered: Within 30 days, you must complete and document training for SP1 on all service recipient needs and basic first aid. On an ongoing basis, you must maintain compliance as required in this subdivision.

2. Citation: Minnesota Statutes, section 245D.11

Violation: The license holder did not maintain policies and procedures for intensive support services as required.

The license holder failed to establish an admission criteria policy that requires:

- A person or person's legal representative sign and date a residency agreement when providing foster care;
- A residency agreement that includes the service termination requirements; and
- The residency agreement to be reviewed, dated, and signed annually by the person or person's legal representative.

Corrective Action Ordered: Within 30 days, you must review your admission criteria policy and include the required information when providing foster care services. On an ongoing basis, you must maintain compliance as required in this subdivision.

If you fail to correct the violations specified in the Correction Order within the prescribed time lines the Commissioner may issue an Order of Conditional License or may impose a fine and order other licensing sanctions pursuant to Minnesota Statutes, sections 245A.06 and 245A.07.

B. Right to Request Reconsideration

If you believe any of the citations are in error, you have the right to request that the Commissioner of Human Services reconsider the parts of the Correction Order that you believe to be in error. The request for reconsideration must be in writing and received by the Commissioner within 20 calendar days after receipt of this report. Your request for reconsideration must be sent to:

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

Please note that a request for reconsideration does not stay any provisions or requirements of the Correction Order. The Commissioner's disposition of a request for reconsideration is final and not subject to appeal under Minnesota Statutes, chapter 14.

Joan Amara Greene

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If you have any questions regarding this Correction Order, please contact me as soon as possible.

Erin White, Home and Community Based Services Licensur

Licensing Division

Office of Inspector General

651-431-4821