

April 8, 2025

Lewis Zeidner, Authorized Agent  
Tomorrow LLC dba Anchorage  
550 Main St STE 230  
New Brighton MN 55112-3274

License Number: 1044799  
Investigation Report Number: 202411116

## CORRECTION ORDER

Dear Lewis:

On January 21 through 24, 2025, Department of Human Services (DHS) licensors conducted a licensing review and investigation at your facility, Tomorrow LLC dba Anchorage, located at 3027 South Frontage Road, Moorhead, MN 56560. This review was conducted to determine compliance with state and federal laws and rules governing the provision of Substance Use Disorder Treatment Services under Minnesota Statutes, chapter 245G. As a result, DHS is issuing this order which requires you to take the correction action as described under each violation. Details of our findings are provided below. Our next steps and your options are also detailed.

### LICENSING VIOLATIONS

DHS determined that your program failed to follow licensing rules and statutes, as described below.

#### Personnel Files

1. **Violation:** One of seven personnel files reviewed for requirements governing background studies did not meet requirements. The staff person (personnel file numbered 6) began a position allowing direct contact with persons served by the program on March 11, 2019. On November 22, 2024, staff person (personnel file numbered 6) had a legal name change. However, the license holder did not initiate a new background study or notify the commissioner of the name change until January 22, 2025.

**Statute Violated:** Minnesota Statutes, section 245C.04, subdivision 7.

**Corrective Action Required:** Immediately and on an ongoing basis the license holder will comply with the background study requirements in Minnesota Statutes, chapter 245C.

2. **Violation:** Three of four personnel files reviewed for requirements governing orientation did not meet requirements. The files did not contain documentation that:

- a. Orientation was received within 24 working hours for the following:
  - i. Maltreatment of vulnerable adults reporting requirements and definitions in Minnesota Statutes, sections 626.557, 626.5572, and 245A.65 (personnel files numbered 1 and 4);
  - ii. Maltreatment of minors (personnel files numbered 1);
  - iii. Specific job responsibilities (personnel file numbered 3);
  - iv. Client needs (personnel file numbered 3); and
  - v. Policies and procedures (personnel file numbered 4).
- b. Orientation was received within 72 hours for HIV minimum standards (personnel file numbered 1).

Statute Violated: Minnesota Statutes, sections 245A.19, 245A.65, subdivision 3, and 245G.13, subdivisions 1, and 2, paragraphs (d) and (e).

Corrective Action Required: Immediately and on an ongoing basis the license holder must ensure that staff orientation meets all applicable requirements.

3. Violation: Three of five personnel files reviewed for requirements governing annual training did not meet requirements. The following annual trainings for the 2024 calendar year were not completed for the following:
  - a. Mandatory reporting as specified in sections 245A.65, 626.557, and 626.5572 and chapter 260E, (personnel files numbered 2 and 5);
  - b. Program abuse prevention plan (personnel file numbered 5);
  - c. Mandatory reporting of maltreatment of minors as specified in Minnesota Statutes, chapter 260E (personnel file numbered 5);
  - d. Policies for obtaining a release of client information (personnel files numbered 5 and 6); and
  - e. HIV Minimum Standards (personnel file numbered 5).

Statute Violated: Minnesota Statutes, sections 245A.19, 245A.65, subdivision 3, and 245G.13, subdivision 2, paragraphs (c) and (d).

Corrective Action Required: Immediately, and on an ongoing basis, the license holder must ensure that staff development meets all applicable requirements.

4. Violation: Two of four personnel files reviewed for requirements governing every two-year training did not meet requirements. There was no documentation of every two-year training as follows:
  - a. Client confidentiality for the calendar year:
    - i. 2023 (personnel file numbered 7); and
    - ii. 2024 (personnel file numbered 2); and
  - b. Emergency procedures for the calendar year:
    - i. 2023 (personnel file numbered 7); and
    - ii. 2024 (personnel file numbered 2).

Statute Violated: Minnesota Statutes, sections 245G.13 subdivision 2, paragraph(b).

Corrective Action Required: Immediately, and on an ongoing basis, the license holder must ensure that staff development meets all applicable requirements.

5. Violation: Two of seven personnel files reviewed for requirements governing personnel file contents did not meet requirements. There was no documentation of a completed application for employment signed by the staff member (personnel files numbered 1 and 4)

Statute Violated: Minnesota Statutes, sections 245G.13 subdivisions 3.

Corrective Action Required: Immediately and on an ongoing basis, the license holder must ensure that personnel files contents meet all applicable requirements.

## Client Files

6. Violation: One of three client files reviewed for requirements governing Initial services plans (client file numbered 1) did not meet requirements. The initial services plan was not person-centered and client specific.

Statute Violated: Minnesota Statutes, section 245G.04, subdivision 1.

Corrective Action Required: Immediately, and on an ongoing basis, the license holder must ensure that initial services plans meet all applicable requirements.

7. Violation: Three of three client files reviewed for requirements governing comprehensive assessments did not meet requirements as follows:
  - a. There was no documentation of a diagnosis of a substance use disorder or finding that the client does not meet the criteria for a substance use disorder (client file numbered 2); and
  - b. The comprehensive assessment did not contain documentation of or identify that further assessment was required during the course of the client's treatment of the client's family health history (client files numbered 1 through 3).

Statute Violated: Minnesota Statutes, section 245G.05, subdivision 3.

Repeat Violation: The license holder was previously found in violation of the same statute in the Correction Order dated October 8, 2024.

Corrective Action Required: Immediately and on an ongoing basis, the license holder must ensure that comprehensive assessments meet all applicable requirements.

8. Violation: Two of three client files reviewed for requirements governing documentation of treatment services did not meet requirements as follows:

- a. The documentation was not completed within seven days of providing the treatment service. A note dated for January 9, 2025, was not signed until January 17, 2025 (client file numbered 1); and
- b. The client response to the treatment service was not documented in a note from December 24, 2024 (client file numbered 3).

Statute Violated: Minnesota Statutes, section 245G.06, subdivision 2a.

Repeat Violation: The license holder was previously found in violation of the same statute in the following orders:

- Correction Order dated October 8, 2024
- Correction Order dated October 30, 2023

Corrective Action Required: Immediately, and on an ongoing basis, the license holder must ensure that documentation of treatment services meet all applicable requirements.

9. Violation: One of two files reviewed for requirements governing discharge summaries (client file numbered 2) did not meet requirements. The discharge summary was not completed within five days of the client's service termination.

Statute Violated: Minnesota Statutes, section 245G.06 subdivision 4, paragraph (a).

Corrective Action Required: Immediately and on an ongoing basis, the license holder must ensure service termination summaries meet all applicable requirements.

## **Written Response Required**

If you fail to correct the violation(s) 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.

Submissions required as part of the corrective action ordered must be sent to your licensor by email at [jennifer.eppel@state.mn.us](mailto:jennifer.eppel@state.mn.us) or by mail:

Commissioner, Department of Human Services  
ATTN: Jennifer Eppel  
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 and identify what is inaccurate or incomplete about the information in the 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  
Attn: Licensing Legal Unit  
PO Box 64953  
St. 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. 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

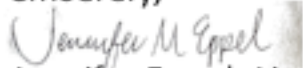
### Legal authority

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 651-431-6698 or at [Jennifer.eppel@state.mn.us](mailto:Jennifer.eppel@state.mn.us)

Sincerely,



Jennifer Eppel, Licenser

Licensing Division

Office of Inspector General