



Facility Inspection Report Issued By The Minnesota Department of Corrections Pursuant to MN Statute 241.021, Subdivision 1

Inspection and Enforcement Unit, 1450 Energy Park Drive, Suite 200, St.Paul MN 55108
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INSPECTION DETAILS FOR:

North Homes Teens in Transition - Next Step

Address: 621 NE Sixth Avenue, Grand Rapids, MN 55744

MN Governing Rule: 2960 Children's Residential Facility

Inspection Type: Biennial **Inspected By:** Monaie Hebert – Detention Facility Inspector **Inspected on:** 10/20/2021 to 10/22/2021

Inspection Method: The licensing inspection visit consisted of a tour of the building, discussions with administration and staff members, review of staff files, review of resident files, a review of DRT, grievance and restrictive procedure documentation and interviews with residents.

Officials Present During Inspection: Quality Assurance Director Suzette Mallum

Officials Present for Exit Interview: Quality Assurance Director Suzette Mallum

Issued Inspection Report to: CEO Jim Christmas; Quality Assurance Director Suzette Mallum; Regional Manager Jacob McLellan

RULE COMPLIANCE SUMMARY

Rule Chapter	Requirement Type	Total Applicable	Total Compliance	Total Non Compliance
2960	Mandatory	316	315	0

TERMS OF OPERATION

Authority to Operate: approval **Begins On:** 11/01/2021 **Ends On:** 10/31/2023 **Facility Type:** Non-Secure Juvenile Residential Facility

Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 10/31/2022

Delinquent Juvenile Hold Approval: **Certificate Holder:** North Homes, Inc.
303 SE First Street
Grand Rapids, MN 55744

Special Conditions: None.

Approved Capacity Details **Operational Capacity is calculated as a percent of Approved Capacity beds.*

Bed Type	Gender	Approved Capacity	%Operating Capacity	Operational Capacity	Pre 96 LTSR	Post 96 LTSR	Bed Details	Conditions
Non-secure residential	Male	6	100	6.00	0	0	None.	None.

RULE COMPLIANCE DETAILS

Chapter 2960 - Mandatory Rules In Compliance With Concerns**Total: 1**

1. 2960.0560 PERSONNEL STANDARDS. Subpart 5. Individual staff development and evaluation plan.

The license holder must ensure that an annual individual staff development and evaluation plan is developed and implemented for each person who provides, supervises, or directly administers correctional program services. The plan must: A. be developed within 90 days after the person begins employment and at least annually thereafter; B. meet the staff development needs specified in the person's annual employee evaluation; and C. ensure that an employee who provides, supervises, or directly administers program services has sufficient training to be competent to deliver the correctional services assigned to the employee.

Inspection Findings:

A review of personnel records revealed that many staff annual evaluations were not accessible due to a change and transition to a new computer system. Indications are that the records exist and will be available in the future. New employees, onboarded after the system change had complete records.

Corrective Actions:

Ensure that all staff evaluations are available for inspector review at the time of the inspection. Please provide this information to be in compliance with this rule part.

Response Needed By:

INSPECTION COMMENTS

The North Homes Next Step Program biennial inspection visit was completed on October 20-22, 2021, using Minnesota Rules, Chapter 2960, governing juvenile residential facilities. Sections of the 2960 standards that are applicable to the programs at this facility include: Administrative, Group Residential, Corrections and Restrictive Procedures.

This facility is designed for transitioning residents who have completed other North Homes programming and continue to require supervision. At the time of this inspection, there were no residents in this program as two of the three North Homes residential programs have been combined due to low placements, staffing and updating of the home. Residents were living in the home during this inspection period prior to April 2021.

This scheduled inspection visit consisted of a physical plant safety and security inspection. The physical plant inspection included all resident living areas, medical and office areas, visiting areas and outdoor areas of the home.

The inspection also included discussions with staff (in other homes working with Next Step residents), nursing staff and administration, as well as discussions with residents and observation of staff interactions with residents. Documentation review included staff personal and training files, resident files, daily logs, treatment plans, menus, recreation schedules, grievance documentation, well-being checks and other pertinent facility documentation. There was also a review of the facility policy and procedure manual, resident handbook and overviews for the program.

The following comments and concerns are a result of the inspection. While these may not be specific rule violations, these are areas that provided constructive feedback to help address potential facility issues.

- 1) The facility response to COVID 19 has been good. Staff wear masks and have adequate PPE. There is adequate space to quarantine residents when necessary. They are following CDC guidelines.
- 2) Residents indicate they feel safe and that staff is respectful and responsive.

Concerns not noted in inspection:

- 1) Consider revising the facility Due Process form to indicate that a refusal to sign the document and state a position, will not be considered a request for a hearing. A hearing will only be initiated if the resident signs the form and requests a hearing. This does not deviate from current practice, the addition would simply further inform the resident.

I would like to thank you and your staff for the cooperation and assistance during this licensing process. Please contact me if you have any questions regarding this report or any other licensing matter. You can reach me at (651)261-1657.

JJDPa Compliance

This is a nonsecure facility.

Report completed By: Monaie Hebert – Detention Facility Inspector

Signature:

Monaie Hebert