



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:

PORT Group Homes - Girls

Address: 115 First Street, Brainerd, MN 56401

MN Governing Rule: 2960 Children's Residential Facility

Inspection Type: Biennial **Inspected By:** Monaie Hebert – Detention Facility Inspector **Inspected on:** 03/17/2021 to 03/18/2021

Inspection Method: This inspection of the facility consisted of a physical plant tour, review of fire inspection, health inspection, annual report of services, menu, recreation schedule, staffing plan, training records, restrictive procedure reports, grievance reports, client files, employee files, medication records and policy manual.

Officials Present During Inspection: Administration Heather Kelm; Program Director Kirsten McKee

Officials Present for Exit Interview: Administration Heather Kelm; Program Director Kirsten McKee

Issued Inspection Report to: Administration Heather Kelm; Program Director Kirsten McKee; 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:** 04/01/2021 **Ends On:** 03/31/2023 **Facility Type:** Non-Secure Juvenile Residential Facility

Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 03/31/2022

Delinquent Juvenile Hold Approval: **Certificate Holder:** PORT of Crow Wing County
PO Box 488
Brainerd, MN 56401

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	Female	14	100	14.00	0	0	Unit Name: Non-secure residential, CRF #1057221.	None.

RULE COMPLIANCE DETAILS

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

1. 2960.0080 FACILITY OPERATIONAL SERVICES, POLICIES, AND PRACTICES. Subpart 11.D.5.b.. Health and hygiene services.

The license holder must meet the conditions in items A to F. D. The license holder, in consultation with a medically licensed person, must have a plan for the safe storage and delivery of medicine. The license holder must meet the requirements in subitems (1) to (5). A medically licensed person must provide consultation and review of the license holder's administration of medications at least monthly.

Inspection Findings:

The facility contracts with an agency to review medication administration monthly. Over the past year there have been occasions in which the service has completed two months together, outside of the 30 day requirement of this rule part. Additionally, the process by which they review and report medication errors is cumbersome and does not appear to be tracked well enough to ensure quality control.

Corrective Actions:

The facility will be required to review the process with their contract agency to ensure quality control and adherence to this rule part.

Response Needed By:

INSPECTION COMMENTS

The PORT Girls Group Home biennial inspection was completed on March 17-18, 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, Detention, Corrections and Restrictive Procedures. This inspection was conducted by Monaie Hebert, Juvenile Inspector, of the Inspection and Enforcement Unit.

This scheduled inspection visit consisted of a physical plant safety and security inspection. The physical plant inspection included intake, medical area, resident living areas, resident bedrooms, bathrooms, visiting/meeting/group rooms, gym/recreation areas, kitchen and outside areas of the non-secure facility.

The inspection also included discussions with staff and administration 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.

Inspection results indicated that the facility is in compliance with the 2960 rule.

The following comments are a result of the inspection.

Comments:

1. The facility response to COVID-19 follows CDC guidelines and included masks for residents and staff, temperature checks and screenings and hand sanitizer.
2. The facility is aging and the bathroom shower areas need some minor maintenance, cleaning. Consider an ongoing plan to address these issues.

I would like to thank PORT Administration and staff for their cooperation and assistance during this licensing process.

Please contact me if there are any questions regarding this report or any other licensing matter. I can be reached at 651-261-1657.

JJDPA Compliance

PORT Girls Group Home is non-secure.
All of the resident beds are non-secure.

Report completed By: Monaie Hebert – Detention Facility Inspector

Signature: 