



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:

Prairie Lakes Youth Programs - Haven House Girls Group Home

Address: 822 Park Avenue NW, Willmar, MN 56201

MN Governing Rule: 2960 Children's Residential Facility

Inspection Type: Biennial **Inspected By:** Marcia Sparrow – Detention Facility Inspector **Inspected on:** 10/16/2023

Inspection Method: This on-site inspection consisted of a tour of the group home. The inspection also included discussions with administration, staff and residents, a review of staff and resident files, a review of camera footage, a review of pertinent documentation, and a review of the policy and procedure manual.

Officials Present During Inspection: Executive Director Holly Booth; Program Director Amy Krupke

Officials Present for Exit Interview: Executive Director Holly Booth; Program Director Amy Krupke

Issued Inspection Report to: Executive Director Holly Booth; Program Director Amy Krupke; Regional Manager Dayna Burmeister

RULE COMPLIANCE SUMMARY

Rule Chapter	Requirement Type	Total Applicable	Total Compliance	Total Non Compliance
2960	Mandatory	316	312	2

TERMS OF OPERATION

Authority to Operate: approval **Begins On:** 12/01/2023 **Ends On:** 11/30/2025 **Facility Type:** Non-Secure Juvenile Residential Facility

Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 11/30/2024

Delinquent Juvenile Hold Approval: **Certificate Holder:** Prairie Lakes Joint Powers Board
1808 Civic Center Drive NE
Willmar, MN 56201

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	12	100	12.00	0	0	None.	None.

RULE COMPLIANCE DETAILS

Chapter 2960 - Mandatory Rules Not In Compliance**Total: 2****1. 2960.0070 ADMISSION POLICY AND PROCESS. Subpart 4.A.. Inventory and handling of resident property.**

The license holder must inventory the resident's personal property, including clothing, and have the resident and the license holder sign the inventory upon admission. If the resident refuses to sign the inventory, two facility staff must sign the inventory. The license holder must ensure that a resident retain the use and availability of personal funds or property unless restrictions are justified in the resident's treatment plan. The license holder must ensure separation of resident funds from funds of the license holder, the residential program, or program staff.

Inspection Findings:

In review of five resident files, it showed that although there was an inventory completed at the time of intake, the inventory was not signed by either the resident or the staff.

Corrective Actions:

Immediately begin to have both the resident and staff sign the inventory sheet at intake as per the rule.

Response Needed By:**2. 2960.0180 FACILITY OPERATIONAL SERVICE POLICIES AND PRACTICES. Subpart 2.B.1.. Facility programs.**

The license holder must prepare written program descriptions and policies and procedures that implement the program described. Measurable program outcomes must also be identified. B. Each resident must have a treatment plan. (1) The license holder must begin to develop a treatment plan within ten days of admission.

Inspection Findings:

In review of five resident files, it showed that all five had "objectives" in the intake documents which contained treatment descriptions, however there were no dates documented as to when the plan began development.

Corrective Actions:

Immediately ensure that a development start date is documented in the plan and a suggestion to change "objectives" to "treatment plans" for ease of identification in the rule was made.

Response Needed By:**Chapter 2960 - Mandatory Rules In Compliance With Concerns****Total: 2****1. 2960.0190 DISCHARGE AND AFTERCARE. Subpart 1.C.. Discharge.**

The license holder must meet requirements of items A and B. C. The license holder must give written notice of the resident's projected discharge date to: (1) the resident; (2) the resident's case manager and parent, if permitted, or legal guardian; (3) the providing school district; and (4) the school district the resident will go to, if known.

Inspection Findings:

In review of the three resident's charts that were discharged from the facility, it showed that there was not a written notice of projected discharge date provided to the resident's team, however there was proof that communication took place in emails.

Corrective Actions:

Immediately ensure that a form of written notice of projected discharge to the resident's team list in the rule, is placed in the resident's file.

Response Needed By:**2. 2960.0570 FACILITY OPERATIONAL POLICIES AND PROCEDURES. Subpart 3. security policies and procedures.**

The license holder must have security policies and procedures that include the topics in items A to K: A. control and recovery of contraband; B. delivery and service procedure; C. prohibition of firearms and other weapons in resident areas; D. search procedures; E. escort of residents outside security area; F. one half hour interval security inspection routines when residents are not under direct supervision; G. lock and key procedures; H. inspection of physical plant procedures; I. count procedures; J. weapons, tools, equipment, medications, and hazardous substances; and K. use of chemical irritants.

Inspection Findings:

F. In review of well-being checks via recorded video on October 6-7, 11-12, and 14-15, 2023, it showed that although the checks were completed every 20 minutes, the staff conducting the checks were on personal cell phones during the rounds, and observation into the resident's rooms was brief.

Corrective Actions:

Immediately retrain staff to pause at the resident's rooms in order to be able to decipher if the resident is safe. Staff should also not be distracted while doing the well-being check.

Response Needed By:**INSPECTION COMMENTS**

The Prairie Lakes Girls Group Home Haven House biennial inspection was completed on October 16, 2023, 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, and Corrections.

Please contact me if you have any questions regarding this report, at 612-468-2027.

JJDPa Compliance

This program in a nonsecure facility.

Report completed By: Marcia Sparrow – Detention Facility Inspector**Signature:**