



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:

Steps of Success-Andover

Address: 3290 165th Lane, Andover, MN 55304

MN Governing Rule: 2960 Children's Residential Facility

Inspection Type: Biennial **Inspected By:** Shannon Amundson – Detention Facility Inspector **Inspected on:** 05/02/2019

Inspection Method: This inspection consisted of a physical plant tour, interviews with staff and residents, review of employee files, review of resident files, review of policy and procedures, review of grievances and a review of employee training.

Officials Present During Inspection: CEO Kimberly Jahn

Officials Present for Exit Interview: CEO Kimberly Jahn

Issued Inspection Report to: CEO Kimberly Jahn; Regional Manager Sherry Hill

RULE COMPLIANCE SUMMARY

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

TERMS OF OPERATION

Authority to Operate: approval **Begins On:** 06/01/2019 **Ends On:** 05/31/2021 **Facility Type:** Non-Secure Juvenile Residential Facility

Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 05/31/2020

Delinquent Juvenile Hold Approval: **Certificate Holder:** Kim and Dayton Jahn

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	None.	None.

RULE COMPLIANCE DETAILS

INSPECTION COMMENTS

This inspection was completed on May 2, 2019. The inspection consisted of file and documentation reviews and site inspection. Overall the facility and documentation looked good. Discussions addressed annual training requirements versus orientation/one-time trainings. In addition, emergency procedures is required two times per year. It is recommended that a focus be put on additional training around professional boundaries for all employees.

I would like to thank you for your cooperation and assistance throughout this licensing visit.

Please contact me with any questions regarding this report. I can be reached at 651-361-7149.

JJDPA Compliance

This is a nonsecure facility.

Report completed By: Shannon Amundson – Detention Facility Inspector

Signature:

Shannon Amundson
