

**#???Iowa Department of Inspections and Appeals**  
**Health Facilities Division**  
**Citation**

<b>Citation Number:</b> <b>#10623</b>		<b>Date:</b> <b>October 8, 2024</b>		
<b>Facility Name:</b> <b>Windsor Place Senior Living Campus</b>		<b>Survey Dates:</b> <b>September 23, 2024 – September 26, 2024</b>		
<b>Facility Address/City/State/Zip</b> <b>900 South Stone Street</b> <b>Sigourney, IA 52591</b>		<b>CP</b>		
Rule or Code Section	Nature of Violation	Class	Fine Amount	Correction date
<b>58.11(3)</b>	<p><b>481—58.11(135C) Personnel.</b></p> <p><b>58.11(3)</b> Employee criminal record checks, child abuse checks and dependent adult abuse checks and employment of individuals who have committed a crime or have a founded abuse. The facility shall comply with the requirements found in Iowa Code section 135C.33 and rule 481—50.9(135C) related to completion of criminal record checks, child abuse checks, and dependent adult abuse checks and to employment of individuals who have committed a crime or have a founded abuse. (I, II, III)</p> <p><b>DESCRIPTION:</b></p> <p>Based on employee file review, policy review and staff interviews, the facility failed to conduct a record check evaluation prior to employment to indicate clearance for work for 1 of 5 employee files reviewed. The facility reported a census of 22 residents.</p> <p>Findings include:</p> <p>The untitled facility staff roster listed a hire date for Staff B Registered Nurse (RN) as 9/11/23.</p> <p>An 8/30/23 Single Contact License and Background Check (SING) stated a Criminal History (CCH) record</p>	<b>CLASSII</b>	<b>\$500.00</b>	<b>UPON RECEIPT</b>

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Facility Administrator

Date

If, within thirty (30) days of the receipt of the citation, you (1) do not request a formal hearing or; (2) withdraw your request for formal hearing, and (3) pay the penalty; the assessed penalty will be reduced by thirty-five percent (35%) pursuant to Iowa Code section 135C.43A (2013).

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	<p>was found and the results would be faxed. The facility lacked further documentation regarding Staff B's CCH and lacked documentation of a record check evaluation completed to indicate she could work at the facility.</p> <p>On 9/25/24 at 2:22 p.m., the Business Office Manager (BOM) stated the facility could not locate the record check evaluation for Staff B and stated she thought they would receive a citation for this. She stated this should be completed prior to hire.</p> <p>On 9/25/24 at 3:30 p.m. the Administrator stated they initiated a background check for Staff B and she was off the schedule until Friday. She stated background checks should be completed prior to the start of work.</p> <p>On 9/26/24 at approximately 2:30 p.m., the Director of Nursing (DON) stated if Staff B's record check evaluation was not complete by Friday, she would work her shifts in place of her.</p> <p>The undated facility "Abuse Policy" stated the facility would follow protocols for conducting employment background checks.</p>			

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	<b>FACILITY RESPONSE:</b>			
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