

Correction Order Documentation Guidelines

PROVISIONAL AND LICENSED ASSISTED LIVING FACILITIES

Statute

Minnesota Statutes 144G.30 Subdivision 5: Surveys and Investigations, Correction Orders
(<https://www.revisor.mn.gov/statutes/cite/144G.30#stat.144G.30.5>)

(c) By the correction order date, the facility must document in the facility's records any action taken to comply with the correction order. The commissioner may request a copy of this documentation and the facility's action to respond to the correction order in future surveys, upon a complaint investigation, and as otherwise needed.

When and how are survey results sent?

Survey results (including correction orders) are emailed to the provider within 30 days of the survey exit date.

Providers must take the following steps

Assisted Living facilities must quickly take action to correct orders issued at survey and listed in the final correction orders emailed to the provider. The correction order documentation should include the following:

1. Identify how each order was corrected related to each individual resident(s)/employee(s) identified in the correction order.
2. Identify how each order was corrected for all the provider's resident(s)/employee(s) identified in the correction order.
3. Identify what changes to the provider's systems and practices were made to ensure compliance with the specific statute(s). Include information about how the provider will maintain compliance in the future.

The provider is not required to send correction order documentation to the Minnesota Department of Health. The provider must:

1. Document in the provider's records any actions taken to comply with the correction orders, and
2. Make these records available upon request by the commissioner.

State Evaluations
Health Regulation Division
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Phone 651-201-4200 | Fax 651-215-9697
Assisted Living <https://www.health.state.mn.us/facilities/regulation/assistedliving/index.html>

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To obtain this information in a different format, call 651-201-4200.