



Providing Licensing, Certification and Monitoring Compliance as the designee for the Department of Health (DOH), Office of Healthcare Assurance (OHCA)

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Aloha CMA and CCFFH Operators,

The information contained in this official newsletter has been reviewed and approved by DOH/OHCA. It is being distributed to all CMAs and CCFFHs.

Newsletter #113

April 3, 2023

Increasing to a 3-BED CCFFH

This newsletter is just a reminder of a few of the requirements and processes.

Any Community Care Foster Family Home (CCFFH) wanting to increase to a 3-bed CCFFH please review the below requirements:

- Increase requests are accepted **ONLY** at the time of an Annual or Recertification inspection not during shorter visits.
 - The Community Ties of America (CTA) nurse must be notified at the beginning of the inspection that the CCFFH would like to increase to a 3 bed.
 - If the CTA nurse is not informed until the end of the inspection to request the increase, the increase will be denied until the next inspection.

The 3-Bed CCFFH Home Application must be completed during the inspection before the CTA nurse leaves the premises. CTA nurses do not have applications and the CCFFH must print it out.

- The square-footage must meet the requirements for the 3rd bed during the inspection timeline including any plan of correction needed.
 - The CCFFH will have approximately 1 month to meet the square foot requirements, or the application will be denied until the next inspection.
 - Shared bedrooms must be at least 140 square feet with at least 3 feet between beds including space for a dresser and nightstand for each client.
 - Dining room must be at least 60 square feet with appropriate table and chairs.
 - Common living room area must be at least 90 square feet and have adequate furniture such as couch, lamps, chairs, TV, etc.
 - All rooms must allow for movement of wheelchairs and walkers regardless of the types of clients currently in the CCFFH.
- The CCFFH must have a client(s) for a minimum of 11 months on the day of the inspection.
 - This is actual client care for 11 months. It is not based on the CCFFH certificate.
 - Most new CCFFHs will not meet this requirement until their 2nd inspection since inspections are performed prior to a certificate expiration date.
 - All SCG's must be approved as 3-bed SCG by CTA.
 - If current SCG's do not meet requirements to become 3-bed SCG, the CCFFH will need to find approved caregivers who do meet the requirements within the 1 month plan of correction timeframe.

The full 3-bed requirements can be found on the CTA website.

Here is a link directly to the requirements:

https://www.comties.com/_files/ugd/fcb480_a3e5a732a518447099bd14522cf56e4c.pdf



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