



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
Home and Community Living Administration
P.O. Box 45600 • Olympia, Washington 98504

September 30, 2025

HCLA: ESF #2025-027

PLAN OF CORRECTION FOR ENHANCED SERVICES FACILITIES

Dear Administrators:

The purpose of this letter is to provide clarification about the written Plan of Correction (POC) for an Enhanced Services Facility (ESF) after a Statement of Deficiency (SOD) has been issued.

Previously, Residential Care Services (RCS) discussed adding an "*Attestation of Correction*" section in an ESF SOD for each deficiency cited, similar to the process currently in place for Assisted Living Facilities (ALFs). During this process update, clarification has been requested for what the ESF is required to return to the department in response to a SOD.

RCS reviewed [RCW 70.97.160](#) and [WAC 388-107-1420](#), which directs the ESF to develop a written plan of correction and provide the plan to the department within 10 working days from the receipt of the SOD. RCS has determined an *Attestation of Correction* section cannot be added for each deficiency on an ESF SOD, as the Revised Code of Washington (RCW) only allows for a written POC.

The requirements for the written POC are included in the letter that accompanies the SOD and are listed as follows:

- The ESF must provide the department with a written POC within 10 working days from the receipt of the SOD for each citation addressing the following:
 - How the ESF will correct the deficiency as it related to the resident(s);
 - How the ESF will act to protect the resident(s) in a similar situation;
 - Measures the ESF will take, or the systems it will alter, to ensure the problem does not recur;
 - How the ESF plans to monitor its performance to make sure the solutions are sustained;
 - Dates when the corrective action will be completed (no more than 45 days from the date of the SOD);
 - The title of the person or persons responsible for the correction of each deficiency; and
 - Administrator's signature and date on the written POC.

September 30, 2025

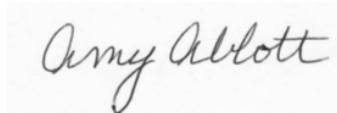
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The Administrator or ESF representative is only required to sign the SOD on the signature and date line provided under the following statement:

"I understand that to maintain an ESF license the facility must be in compliance with all the licensing laws and regulations at all times."

Thank you for your continued support of resident health and safety. If you have any questions, please contact Tamara Tredo at RCSPolicy@dshs.wa.gov.

Sincerely,

A handwritten signature in cursive script that reads "Amy Abbott". The signature is written in dark ink on a light-colored, slightly textured background.

Amy Abbott, Director
Residential Care Services

DSHS: *"Partnering with People"*