STATE OF NEW JERSEY
DEPARTMENT OF COMMUNITY AFFAIRS
DIVISION OF CODES AND STANDARDS
BUREAU OF ROOMING AND BOARDING
HOUSE STANDARDS
(609) 633-6251

POSTED

PAGE 1 OF 8
Control No. 1702-0001
No. of Stories 3 Units 14
Lic. Capacity 32 No. of Res. 24
Class RHCF
DATE: 4/8/24

BRBHS-1
1/18

NOTICE OF LICENSURE VIOLATION AND ORDERS TO CORRECT DEFICIENCIES

Owner's Name, Address, Zip, County	Property Address
Lakeside Manor	326 S Main St
	Elmer, NJ
Owner's Phone Number	Property Phone Number
Administrator	

TYPE OF EVALUATION

SOCIAL	☒	ADDENDUM	☐
PHYSICAL	☐	CYCLICAL	☒

-PLEASE READ CAREFULLY-

This evaluation performed by the Bureau of Rooming and Boarding House Standards is being conducted pursuant to the Health Care Facilities Planning Act (N.J.S.A. 26:2H-1.1 et seq.).

You are ORDERED to correct the conditions described in the attached notice of violations by the compliance date indicated for each violation. Failure to comply with these orders will result in penalties and/or a court action in accordance with section 14 of the Act. Please review the violations with the Bureau representative.

You may contest these orders at an administrative hearing. The request for a hearing must be made within 15 days after receipt of these orders. Each issue intended to be raised at the hearing must be set forth in detail in the letter. Any issue not so raised shall be deemed waived. The hearing shall be held pursuant to The Administrative Procedure Act, (C.52:14B-1 et seq.). Refer to the property address and date of compliance (if applicable) and address the hearing request to:

> **Division of Codes and Standards, Hearing Coordinator, P.O. Box 804, Trenton, New Jersey 08625** with a copy to the **Chief, Bureau of Rooming and Boarding House Standards,** at the same address. A corporation may be represented only by a licensed attorney.
>
> **You will be notified of the time and place of the hearing.**

If you find an extension of time necessary to abate any violation, a letter must be submitted two (2) weeks prior to the date of compliance which states in detail: (1) The violations abated to date; (2) The reason why each unabated violation cannot be corrected prior to the date of penalty; and (3) The date by which all violations can be abated.

By requesting an extension, one expressly waives the right to a hearing and admits that the Notice and Orders are correct and free from procedural and substantive defects.

Commissioner

By *Bernard A. Raywood, Chief*
Bureau of Rooming and Boarding House Standards

Received By
Printed Name of Person Served
4.8.24 2:30 PM
Date Time Served

Bureau Representative

White – Owner's Copy Yellow – File Copy Pink and Goldenrod – Evaluator Copies

[ ] NJAC 5:27
[X] NJAC 5:27A

EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
	License to own and operate expires 4/30/24.			
	Fire Certificate expired 3/31/24			
3A.1	RHCF shall obtain a current, valid fire certificate.	6/8/24	Yes 6/14/24	
15.1(b)	RHCF shall provide verification that pest control services are provided on an ongoing, intermittent basis.	6/8/24	Yes 6/14/24	
Note:	RHCF shall provide exterminator invoices or logs. Ants were observed in the kitchen area by the window.			
9.2(i)	RHCF licensee shall ensure all residents have completed annual physicals by a physician, advance practice nurse or physician assistant.	6/8/24	Yes 6/14/24	
Note:	Documentation verifying the completion of a physical must			

[ ] NJAC 5:27
[/] NJAC 5:27A **EVALUATION REPORT AND ORDERS OF THE COMMISSIONER**

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
	be included in each resident's file. Physicals are to be completed annually.			
9.2(m)	Upon completion of the annual physical, the physician, APN or PA shall certify the resident does not have medical or personal care needs which exceed the level of services provided in a RTCF, is free from communicable diseases (that is, does not have a reportable, communicable disease which is not controlled through prophylaxis or medication) and does not require skilled nursing.	6/8/24	Yes 6/14/24	
Note:	All medical certifications must be current.			
4.16(a)	Advance Directives must be completed for each resident, and clearly state if the resident refuses and/or agrees for the	6/8/24	Yes 6/14/24	

1702-0001

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EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
	Completion of an advance directive. Documentation shall include the resident's signature and date of completion.			
Note:	All resident case files must include documentation regarding advance directive that are completed in their entirety.			
9.2(f)	Nurse's notes shall be written on an ongoing basis and shall reflect the resident's current health status.	6/8/24	Yes 6/14/24	
Note:	The nurse shall no longer only site "physically seen" as a weekly note.			
9.1(e)	RTCF shall provide a minimum of .20 hours (12 minutes) per person of nursing care from a registered professional nurse per week.	6/8/24	NO 6/14/24	
Note:	For 24 residents, a total of 288 minutes or 4.8 hours			

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1702-0001

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EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
	of nursing care per week must be provided by the RN.			
10.3(g)	RHCF shall obtain a current contract and license with the pharmacy.	6/8/24	Yes 6/14/24	
10.1(a)2	Staff shall accurately complete medication observation logs, and not prefill dates medications were "observed" being taken. Note: Staff shall indicate if residents are not at the facility but given medications to take with them on the medication observation log. Log should not indicate medications were observed being taken by staff if not witnessed by staff.	6/8/24	Yes 6/14/24	
12.3(b)	RHCF shall complete a joint fire drill with the local fire department annually.	6/8/24	Yes 6/14/24	

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1702-0001

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Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
Note:	RHCF shall send a certified letter to the fire department requesting a joint drill be completed annually. Maintain a copy of the letter and certified mail receipt on file to verify the request was completed.			
4.16(h)	At least one education training program upon staff orientation and annually shall be held for all administrative staff and employees providing supervision &/or personal care on the rights and responsibilities of staff under the NJ Advance Directives for Health Care Act (NJSA 26:2H-53) et seq. and internal facility policies and procedures which implement this law.	6/8/24	Yes 6/14/24	
10.1(a)1	RHCF licensee shall document the provision of training each employee who has been designated to	6/8/24	Yes 6/14/24	

1702-0001

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EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
	Provide resident supervision and/or assistance with self-administration of medications.			
4.7(a)	RTCF shall obtain a written contract with a transportation company or written statements signed by staff (including verification of vehicle insurance) to transport residents in an emergency.	6/8/24	Yes 6/14/24	
Note:	If the RTCF shall be requesting the staff to transport residents in their personal vehicles, the RTCF will require written + signed letters from the staff + verification of vehicle insurance coverage to ensure the safe transport of residents.			
4.8	RTCF shall obtain written agreements with the Adult Day ~~Hubs~~ Programs that	6/8/24	Yes 6/14/24	

1702-0001

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EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
	residents of the RHCF attend indicating on their letterhead the name of the day program, genera Services provided by the program and date contract initiated.			
Note:	Contracts shall be updated annually for Helping Hands, Healthcare Commons, ARC, Active Day and Salem County Adult Day Programs.			
3A.2(f)	RHCF shall ensure every mattress and boxspring are encased in seperate, tearproof, bed bug covers that are free from rips, punctures or tears.	6/8/24	Yes 6/14/24	
Note:	The two bed bug covers in rooms # 8, 9, 12 & 13 require replacement.			
		End of Report		
	Report reviewed with:			

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Owner's Name, Address, Zip, County	Property Address
Lakeside Manor, Elmer NJ	326 South Main Elmer
Owner's Phone Number	Property Phone Number
Administrator	

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Commissioner

Dawn Clark
Received By

By *Bernard A. Raywood, Chief*
Bureau of Rooming and Boarding House Standards

Dawn Clark
Printed Name of Person Served

Bernice Pinto
Bureau Representative

1.24.24
Date Time Served

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EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

326 Ames

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
	Owners Lic. - good			
	Opers Lic - good			
	Fire Cert - 4.19.25 good			
	1st floor			
	Kitchen - No violation			
	Pantry - No violation			
	Living Rm - No violation			
	Rm1 - No violation			
	Rm2 - No violation			
	Rm3 - No violation			
	Living Rm - No violation			
	Laundry Rm - No violation			
	Bath - No violation			
	Basement - No Violation			
	Common Hall - No violation			

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EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

326 Main

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
	2nd floor			
	Rm4- No violation			
	Rm5- No violation			
	Rm6- No violation			
	Rm7- No violation			
	Rm8- No violation			
	Bath 1- No violation			
	Bath 2- No violation			
	Rm9-			
4.9	-shall not plug an extension cord into a surge protector	8-2-24	Done 8-2-24 Bonnie Pinto	
	Rm10- No violation			
	Bath- No violation			
	Rm11- No violation			
	Common Hall-			

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BRBHS – 2
3/22

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EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

326 Main

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
	3rd floor			
	Sitting Rm - No violation			
	Bath - No violation			
	Rm 12 - No violation			
	Rm 13 - No violation			
	Rm 14 - No violation			
	Exterior - No violation			