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

BRBHS-1
7/15

PAGE 1 of 5
Control No. 2016-0002
License No.
Type of Construction wood frame
No. of Stories 2 Units 2
Lic. Capacity 4 No. of Res. 2
Class C
DATE: 10/4/23

◄ EVALUATION REPORT AND ORDERS OF THE COMMISSIONER ►

Owner's Name, Address, Zip, County	Property Address, Zip, County
Eula Andrews	441 Hunter Ave Scotch Plains, NJ
Owner's Phone Number	Property Phone Number
Operator's Name	

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 Rooming and Boarding House Act of 1979. (N.J.S.A. 55:13B-1 et seq.).

Your 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 court action in accordance with section 10 and 11 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 wtihin 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 Sayward
Bureau of Rooming and Boarding House Standards

Received By Eula Andrews
Printed Name of Person Served
10/4/23 2:50 P.M.
Date Time Served

Bureau Representative Evaluator #

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EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
	License to own and operate expires 2/25/24			
	Fire Certificate expires 8/23/24.			
8.1(c)1	Boarding Home shall obtain medical certifications completed by a physician, licensed nurse practitioner or licensed clinical nurse specialist as to the general state of health and any illnesses or disabilities and medication requirements.	11/4/23	NO 11/14/23	
Note:	Med Certifications for both residents expired in September 2022			
8.1(c)2	Boarding Home shall ensure each resident's file contains a copy of a lease or occupancy agreement, signed by both the licensee and resident or guardian, clearly stating the services to be provided by the licensee and the	11/4/23	11/14/23	

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EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
	charge to the resident for such services and room and board. Occupancy Agreements shall be completed at the time of Occupancy, Annually or if there are any changes to rent, and must be signed by the facility licensee and the resident or their guardian.			
8.1(b)3	Licensee shall ensure resident is to sign a copy of the facilities rules and regulations acknowledging the receipt of the document and agreement to abide by the rules.	11/4/23	Yes 11/14/23	
3.1	Provider shall ensure resident is signs a copy of the Resident's Right, which is to be maintained in his file	11/4/23	Yes 11/14/23	

WHITE ~ Owner Copy YELLOW ~ File Copy PINK and GOLDENROD ~Evaluator Copies

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EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
4.9	Boarding Home shall conduct monthly fire drills and keep a record of the drills conducted.	11/4/23	Yes 11/14/23	
Note:	Fire Drill for Sept 2023 was not completed.			
10.4(a)	Boarding Home shall develop a policy indicating how the residents will be transported to annual medical appointments and in the event of an emergency.	11/4/23	Yes 11/14/23	
9.2(c)	Boarding Home shall maintain weekly menus stating the meals being served for breakfast, lunch and dinner.	11/4/23	Yes 11/14/23	
10.6(a)1	Boarding Home shall ensure all medications that are no longer being taken by the resident or are expired be appropriately discarded or destroyed. Pharmacist should be consulted to determine appropriate method of removal from ritt.	11/4/23	Yes 11/14/23	

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EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
10.5(a)	Boarding Home shall ensure medication observation logs are completed daily, and accurately record if residents are observed taking their medications as prescribed.	11/4/23	Yes 11/14/23	
4.9	All boxsprings and mattresses shall have bed bug covers that are encased, and free of rips, punctures or tears	11/4/23	11/14/23	

End of Report

Tracy Yeadon

Tracy Yeadon