

RETURN RECEIPT

E-MAIL TRANSMISSION TO: stephanie.stitt@joingroups.com and kristopher.dodd@joingroups.com

August 29, 2022

Stephanie Stitt, Executive Director
Kristopher Dodd, Director of Licensing
Groups Recover Together
3070 104th Street, Unit 100
Urbandale, IA 50322

Dear Ms. Stitt and Mr. Dodd;

This office has received the CARF survey report and other required materials for Groups Recover Together's initial license application. Based on the Department's review of all submitted application materials along with the onsite inspection that occurred on August 24, 2022, the Department will recommend an initial deemed status license be issued to Groups Recover Together.

The Department recommends the effective dates of the license shall correspond with the most current accreditation from the CARF survey awarded through August 24, 2023. The effective dates for your license will be September 14, 2022 to November 30, 2024. The licensed services include Adult Level 1 Substance Use Disorder Treatment Services.

Groups Recover Together will be placed on the Iowa Board of Health Substance Abuse/Problem Gambling Program Licensure Committee's agenda for the September 14, 2022 meeting. ***Program representation is welcomed but not required.*** Please let me know if you would like to participate in this meeting and a phone number will be provided to you. If you have questions, please contact me at Lori.Hancock-Muck@idph.iowa.gov or (515) 204-9766.

Sincerely,



Lori Hancock-Muck
Health Facilities Officer
Bureau of Substance Abuse

Inspection date: August 24, 2022

TECHNICAL ASSISTANCE

Licensee was informed a program licensed under deemed status shall meet all the requirements of 641 Iowa Administrative Code chapter 155 and all applicable laws and regulations. During the inspection, the licensee was specifically provided technical assistance on the following areas:

- Licensee was informed that staff orientation is required to be kept in each staff personnel record. Staff orientation includes an overview of the program and licensed program services, confidentiality, tuberculosis and blood-borne pathogens, including HIV/AIDS, and culturally and environmentally specific information, and the specific responsibilities of each staff person and community resources specific to the staff person's responsibilities.
- Licensee was informed a personnel record must be kept for each staff person. Staff is defined as any person conducting an activity on behalf of the program and this includes employees, agents, consultants, contractors, volunteers or other status.
- Licensee was informed all staff members need a TB screening upon hire.
- Licensee was informed of the IDPH TB Risk Assessment Form with instructions that the form is to be completed annually.
- Licensee was informed that quality improvement plans are required and activities and findings are to be communicated to all staff.
- Licensee was informed any license revisions will require a written request to the division at least 30 days prior to any change of address, executive director, clinical oversight staff, facility, or licensed program services. The division will determine if the requested revision can be approved or if the change is significant enough to require the submission of an application for license renewal by the licensee.
- Licensee was informed treatment plan and ASAM reviews needs to be documented every 30 days for outpatient services.
- Licensee was informed a fiscal audit is to be conducted annually for a program budget of more than \$100,000.
- Licensee was informed all patient records must contain documentation that patients were informed of the risks and limitations associated with therapy being provided by electronic means to include telehealth services.
- Licensee was informed that required data is to be reported to the division in accordance with department requirements and processes. Licensee was provided with information on how to begin reporting data through the Iowa Behavioral Health Reporting System (IBHRS). Licensee was informed that any technical assistance in regards to data reporting can be submitted to SAPGData@idph.iowa.gov.