



State of New Jersey
DEPARTMENT OF HEALTH

PO BOX 358
TRENTON, N.J. 08625-0358

www.nj.gov/health

PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

JUDITH M. PERSICILLI, RN, BSN, MA
Commissioner

In Re Licensure Violations:	:	
	:	
Woodland Behavioral and Nursing Center	:	NOTICE OF
	:	RECORDS RETENTION
(NJ Facility ID# NJ 61901)	:	REQUIREMENTS
	:	
	:	
	:	

TO: Muttys Scheinbaum, Owner
Woodland Behavioral and Nursing Center
1382 Lanes Mill Road
Suite 101
Lakewood, NJ 08701
Muttys@Alliancehc.net

And

99 Mulford Road
P.O. Box 1279
Andover, New Jersey 07821-1279

The Health Care Facilities Planning Act (N.J.S.A. 26:2H-1 et seq.) (the Act) provides a statutory scheme designed to ensure that all health care facilities are of the highest quality. Pursuant to the Act and N.J.A.C. 8:43E-1.1 et seq., General Licensure Procedures and Standards Applicable to All Licensed Facilities, the Department's Commissioner is authorized to inspect all health care facilities and to enforce the Standards for Licensure of Long-Term Care Facilities set forth at N.J.A.C. 8:39-1.1 et seq.

On August 12, 2022, the Department of Health ("the Department") issued an Amendment to the Notice of Revocation of License to Woodland Behavioral Health and Nursing Center ("Woodland" or "the Facility") requiring the facility to retain resident medical records in accordance with the requirements of N.J.S.A. 26:8-5, N.J.A.C. 8:39-35.1 and 35.2 (k). This amendment to the notice of revocation also required Woodland to notify the New Jersey State Department of Health in writing of the location and method of retrieval of

medical records, allow the Receiver to access resident medical records, and cooperate with the Receiver in accessing the records as necessary to fulfill the Receiver's managerial and oversight responsibilities in accordance with N.J.S.A. 26:2H-42(c) and the July 7, 2022 court order.

This Notice of Records Retention Requirements directs Woodland to file with the Department by September 15, 2022, a written records retention plan detailing how Woodland will comply with the records retention and retrieval requirements of N.J.S.A. 26:8-5, N.J.A.C. 8:39-35.1 and 35.2 (k).

N.J.A.C. 8:39-35.1 requires that at least 14 days before a facility plans to cease operations, it shall notify the New Jersey State Department of Health in writing of the location and method of retrieval of medical records. N.J.A.C. 8:39-35.2(k) requires the facility to protect medical records against loss, destruction, or unauthorized use. The facility shall retain medical records for a period of 10 years following the most recent discharge of the resident, or until the resident reaches the age of 23 years, whichever is the longer period of time. The facility is also required to retain a summary sheet of each medical record for a period of 20 years, and X-ray films or reproductions thereof shall be retained for a period of five years. N.J.A.C. 8:39-35.1 and 35.2 implement the medical records retention requirements of N.J.S.A. 26:8-5.

Accordingly, Woodland shall take

NOTICE that on or before **September 15, 2022**, Woodland shall, file with the New Jersey State Department of Health a written records retention plan detailing how it will comply with the requirements of N.J.S.A. 26:8-5, N.J.A.C. 8:39-35.1 and 35.2 (k) and the other requirements of the Amended Notice of Revocation issued on August 12, 2022.

The plan shall be emailed to the following: gene.rosenblum@doh.nj.gov and lisa.king@doh.nj.gov. The plan shall also be mailed to:

New Jersey Department of Health
Division of Certificate of Need and Licensing
Office of Program Compliance
PO Box 0358
Trenton, NJ 08608

Should you have questions concerning this Notice of records Retention requirements, you may contact me at (609) 984-8128 or you may contact Lisa King of my staff, at (609) 984-8161. On all correspondence related to this matter, please refer to Control# X21037.

Sincerely,



Gene Rosenblum, Director
Office of Program Compliance
Division of Certificate of Need and Licensing

DATE: August 29, 2022
cc: Stefanie Mozgai
Control # X21037