STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
Home and Community Living Administration
Residential Care Services • RCSIDR@dshs.wa.gov

September 16, 2026
(email)

Administrator
The Cottages at University Place
5417 64th St. W
University Place, WA 98467

IDR SCHEDULING LETTER
TELEPHONE REVIEW (video disabled)

License #2418

Dear Administrator:

This letter will confirm your request for an Informal Dispute Resolution (IDR) regarding Statement of Deficiencies (SOD) dated August 24, 2026.

Scotti Bower, IDR Program Manager, will meet with you on September 22, 2026, at 1:30pm.

Please call 1-564-999-2000 conference ID 899 016 501# to join the meeting.

You may also choose to join virtually through the link in your invitation that was emailed to you on September 11, 2026.

You indicated you are disputing the following citation(s):

WAC 388-78A-2371
WAC 388-78A-2630

You indicated the following individuals will participate and represent your facility in the IDR process:

Hailey Jones – Administrator
Forrest Stepnowski – Regional Director of Operations

Please provide additional documentation specifically related to the citation(s) you are disputing at least **one week prior** to the scheduled IDR date by emailing them to RCSIDR@dshs.wa.gov (preferred), or by faxing them to (360) 725-3225.

If you have any questions, please contact me at RCSIDR@dshs.wa.gov .

Sincerely,

Laci Traulsen

Laci Traulsen
Program Specialist 2/ Volunteer Coordinator
Informal Dispute Resolution
Residential Care Services

Enclosure

cc: Regional Administrator-Region 3
Field Service Administrator-Region 3
Field Manager-Region 3 Unit D
State and Regional Long Term Care Ombuds
Field File
Central Files
IDR File