



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

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J. TYLER McCAULEY
AUDITOR-CONTROLLER

September 19, 2005

TO: Supervisor Gloria Molina, Chair
Supervisor Yvonne B. Burke
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

FROM: J. Tyler McCauley 
Auditor-Controller

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT – RANCHO SAN ANTONIO, RANCHO SAN ANTONIO GROUP HOME**

We have completed a review of Rancho San Antonio Group Home (Group Home or Agency) operated by Rancho San Antonio. The Group Home contracts with the Department of Children and Family Services (DCFS) and the Probation Department (Probation).

Rancho San Antonio Group Home is a one hundred and six-bed facility, which provides care for boys ages 13-17 years who exhibit behavioral, social, and emotional difficulties. At the time of the monitoring visit, Rancho San Antonio Group Home was providing services for eighty-three Los Angeles County Probation children, ten Ventura County Probation children, four Santa Barbara County Probation children, and one Kern County Probation child.

Rancho San Antonio Group Home is located in the Fifth District.

Scope of Review

The purpose of the review is to determine whether the Agency is providing the services as outlined in their Program Statement. Additionally, the review covers basic child safety and licensing issues, and includes an evaluation of the Agency's Program Statement, internal policies and procedures, child case records, a facility inspection,

"To Enrich Lives Through Effective and Caring Service"

and interviews with children placed in the Group Home at the time of the review. Interviews with children are designed to obtain their perspectives on the program services provided by the Agency, and to ensure adherence to the Foster Youth Bill of Rights.

Summary of Findings

Generally, the Agency is providing the treatment services as outlined in their Program Statement. The Agency needs to address a few deficient areas.

Rancho San Antonio Group Home needs to remove mildew from a bathroom cabinet and bathroom wall; meet DCFS clothing standards for quantity; and encourage and assist children in creating and maintaining life books.

Attached is a detailed report of the review.

Review of Report

We discussed our report with the Agency's management. In response to the recommendations made in the report, the Agency's management completed a corrective action plan (attached) which we approved. We thank the management and staff for their cooperation during our review.

If you have any questions, please contact me, or have your staff contact Mike Pirolo at (626) 293-1110.

JTM:MP:CC:dl

http://auditor.co.la.ca.us/group_home.asp

Attachments

c: David E. Janssen, Chief Administrative Officer
David Sanders, Ph.D., Director, DCFS
Paul Higa, Chief Probation Officer
Brother John Crowe, Executive Director, Rancho San Antonio
Public Information Office
Audit Committee

**Rancho San Antonio
Rancho San Antonio Group Home
21000 Plummer Street
Chatsworth, California 91311
Phone: (818) 882-6400
License Number: 191202023
Rate Classification Level: 10**

I. Facility and Environment

Method of assessment – Observation

Comments:

Rancho San Antonio Group Home is located in an urban community. The Group Home consists of ten dorm units; an intake unit; and an emancipation group home. The exterior of the Group Home is well maintained. The yards and grounds are clean, and adequately landscaped.

Overall, the interior of the Group Home is well maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment. However, in one dorm bathroom, there is mildew on the cabinet and inside wall under the sink.

Children's bedrooms are well maintained. The rooms are clean and orderly, and have age-appropriate personalized decorations. There is adequate furniture, lighting, and storage space. Window coverings and window screens are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, TVs, and DVD players. Books and resource materials, including computers with a variety of programs, are also available.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

Recommendation

- 1. Rancho San Antonio Management clean the mildew from the bathroom cabinet and wall.**

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Ten

Comments:

Children meet the Group Home’s population criteria as outlined in their Program Statement. Children are assessed for needed services within thirty days of placement.

The treatment team develops and implements the Needs and Services Plans (NSPs) with input from the child. The NSPs are current, comprehensive, and include long and short-term goals. Case files reflect adequate documentation to show that children are receiving treatment services as identified in their NSPs.

Recommendations

There are no recommendations for this section.

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Ten

Comments:

Children are attending school. Children are provided with educational support and resources to meet their educational needs, and are progressing satisfactorily in school. The Group Home’s program includes the development of children’s daily living, self-help, and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

Recommendations

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Ten

Comments:

The Group Home provides children with sufficient recreational activities, and leisure time. Children are given opportunities to participate in planning activities.

Children are allowed to participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

Children have current court authorizations for psychotropic medication. Documentation confirms that children are routinely seen by the prescribing psychiatrist.

Children are informed about their psychotropic medication, and are aware of their right to refuse medication.

Medication distribution logs are properly maintained.

Recommendations

There are no recommendations for this section.

VI. Personal Rights

Method of assessment – Interviews with children

Sample size for interviews: Ten

Comments:

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home, and are provided with appropriate staff supervision. Children express satisfaction with the quality of their interactions with staff, and report that staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are allowed to have private visitors, to make and receive personal telephone calls, and to send and receive unopened correspondence and mail. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

Recommendations

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Ten

Comments:

The Group Home provides appropriate clothing, items of necessity, and the required \$50 monthly clothing allowance to children. Children are given opportunities to select their own clothes. Clothing provided to children is of good quality, and generally of sufficient quantities; however, one child is in need of a bathrobe.

The Group Home provides the children with weekly allowances. Children are permitted to spend their allowances as they choose.

The Group Home provides children with adequate personal care items.

One child reports he is encouraged and assisted in creating and maintaining a photo album/life book; however, the other children report that they are not.

Recommendations

2. Rancho San Antonio Management:

- a. Provide children with sufficient clothes to meet DCFS clothing standards for quantity.**
- b. Encourage and assist all children in creating and maintaining photo albums/life books.**

RANCHO SAN ANTONIO

Auditor Controller Audit Program Audit Corrective Action Plan

August 9, 2005

I Facility and Environment

On a 28 acre facility one area of concern was noted. There was mildew on the wall in a closed cabinet below the sink one area of one of the bathrooms in Santa Cruz cottage. This matter was referred to maintenance for correction the same day it was discovered (July 14, 2005). The completed work order is attached.

II Program Services

Nothing in need of correction

III Educational and Emancipation Services

Nothing in need of correction

IV Recreation and Activities

Nothing in need of correction

V Psychotropic/ Other Medication

Nothing in need of correction

VI Personal Rights

Nothing in need of correction

VII Clothing and Allowance

1. Bathrobes are made available to all residents in Rancho's clothing store. The minor in question (G. Acosta a PG resident) had not opted to purchase a bathrobe. His social worker asked if he wanted to purchase a bathrobe and his response was yes he did. His group worker ordered the robe and the minor received the robe on Friday August 5th.

2. Rancho provides residents with the contract required allowance of \$7.00 per week; however distribution of funds is completed at the end of the month. If a minor leaves the facility mid-month he is credited two weeks allowance. If he were to leave the third week of the month he would be credited 3 weeks allowance, etc. We have received no complaints from minors regarding distribution of funds and this system has not posed a problem for minors in our care.

As per our conversation on August 8, 2005 with Candice Rhue, Group Home Audit Supervisor, recommendation 2b regarding our accounting procedure was removed from the audit report. Rancho's accounting practice for monthly allowance distribution is approved as written in our Program Statement.

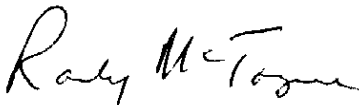
3. Prior to the audit during the first week of placement all residents received a student handbook which included a life book section in the back section of the hand book. Most minors select to not use the life book section of their hand book. They tend to keep photos and keepsakes such as certificates and awards in a box in their living area, rather than the life book section of their handbook.

It was cited that staff are to encourage minor's to develop a life book. Rancho plans events, takes pictures of minors during agency events and events such as graduations and awards ceremonies. We provide pictures of each minor upon entry and give minor copies to save or distribute to their family and friends. Pictures of events are also provided to them for keepsakes. We also provide minors with certificates of achievement and sports trophies.

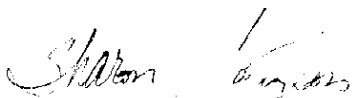
As per the request of the auditor we have developed a separate booklet for minors to use as a life book. We shall continue to give residents memorabilia and encourage them to keep mementos and awards. The new life books will be made available for this purpose.

Thank you again for the professional manner in which you proceed with audits.

Rancho San Antonio



Randy McTague, COO



Sharon Covington, Clinical Director

WORK ORDER REQUEST

(PLEASE PRINT OR TYPE)

0044

Location Santa Cruz Cottage Dorm or Area Demitris's bathroom sink cabinet

Description of work
Remove mildew on the wall below
bathroom sink and repoint area with
mildew resistant paint. (Exterior)

(Use separate Request Form for EACH project)

Requested by: R. McTague Workman [Signature]

Date: 7-14-05 Manhours 2 hrs

Approved: Ron Furlan Material Cost \$ 5.00
Supervisor of Physical Plant (By PPS employee)

Charge To: _____ Purchase Order No. _____
Account or Department (As required)

WHITE COPY - MAINTENANCE CANARY COPY - RON FURLANI