COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER

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J. TYLER McCAULEY
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March 21, 2006

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

FROM: J. Tyler McCauley
Auditor-Controller

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT – MARY'S SHELTER GROUP HOMES - HOUSE ONE AND HOUSE TWO TRANSITION GROUP HOMES**

We have completed a review of House One Group Home and House Two Transition Group Homes operated by Mary's Shelter. Each Group Home contracts with the Department of Children and Family Services (DCFS) and the Probation Department (Probation).

House One is an eighteen-bed facility, and House Two is a twelve-bed facility. Both facilities provide care for pregnant and parenting girls who exhibit behavioral, social and emotional difficulties. At the time of the monitoring visit, House One was providing services for eight Orange County children. House Two was providing services for three Los Angeles County DCFS children, and three Orange County children.

Mary Shelter Group Homes are located in Orange County.

Scope of Review

Since House One Group Home was not providing services for any Los Angeles County children, the review included a facility inspection, covering basic child safety and licensing issues.

The purpose of the review for House Two Group Home 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, 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

Based on an inspection of the facility, there are no areas where House One Group Home needs improvement at this time.

Generally, House Two Group Home is providing the services as outlined in their Program Statement. House Two needs to assess children for needed services within the first thirty days of placement; and develop Needs and Services Plans that are comprehensive, and include long and short term goals.

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:jdh
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
Barbara Nelson, Executive Director, Mary's Shelter
Public Information Office
Audit Committee

Mary's Shelter
House One Group Home
18221 East 17th Street
Santa Ana, California 92705
Phone: (714) 730-0930
License Number: 306000793
Rate Classification Level:12

I. Facility and Environment

Method of assessment – Observation

Comments:

House One Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean, and adequately landscaped.

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.

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, a TV and a DVD player. Books and resource materials, including a computer with a variety of programs, are also available.

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

Recommendations

There are no recommendations for this section.

Mary's Shelter
House Two Transition Group Home
18241 East 17th Street
Santa Ana, California 92705
Phone: (714) 730-0930
License Number: 300613291
Rate Classification Level: 12

I. Facility and Environment

Method of assessment – Observation

Comments:

House Two Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean, and adequately landscaped.

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.

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, a TV and a DVD player. Books and resource materials including a computer with a variety of programs are also available.

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

Recommendations

There are no recommendations for this section.

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children meet the Group Home's population criteria as outlined in their Program Statement. However, one child was not assessed for needed services within the first thirty days of placement.

The treatment team develops and implements the Needs and Services Plans (NSPs) with input from the child. The NSP are current; however, they are not comprehensive, and do not include long and short term goals.

Case files reflect adequate documentation to show that children are receiving treatment services.

Recommendations

1. **Mary's Shelter management:**

   a. **Assess children for needed services within the first thirty days of placement.**

   b. **Develop Needs and Service Plans that are comprehensive and include long and short-term goals.**

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

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: Two

Comments:

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

Children 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:

According to the Agency's management, there are currently no children taking psychotropic medications. This information is appropriately documented.

Children are aware of their right to refuse medication.

Recommendations

There are no recommendations for this section.

VI. Personal Rights

Method of assessment –Interviews with children

Sample size for interviews: Two

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 able to have private visitors, make and receive personal telephone calls, and send and receive unopened 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: Two

Comments:

The Group Home provides appropriate clothing, items of necessity, and the required $50 monthly clothing allowances to children. Children are provided with opportunities to select their own clothes. Clothing provided to children is of good quality and sufficient quantity.

The Group Home provides children with the required minimum weekly allowance. Children spend their allowances as they choose.

The Group Home provides children with adequate personal care items.

Children are encouraged and assisted in creating and maintaining photo albums/life books.

Recommendations

There are no recommendations for this section.

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Lic.# 306000793

Corrective Plan L.A. County Audit
Mary's Shelter Transition House

As recommended Mary's Shelter agrees to the following:

The Lead Social Worker, Liz Mojica M.S.W., will insure and monitor that social services staff completes all Needs and Service Plans within 30 days of placement. Currently all social services staff have deadlines posted in their office as visual reminders.

In addition all social service staff have now been trained to include long and short-term goals as well as a comprehensive plan.

In addition the Program Director and Group Administrator, Mary Kerr, M.S.W., will serve as the identified Q.A. person to audit and monitor the timeliness and quality of the reports.

I am also enclosing a recent quarterly for your review to insure that we are on the right track to maintain our compliance with your requests.

We appreciate any further feedback and direction in order to insure that Mary's Shelter provides the best care possible to meet the needs of all L.A. County Dependents placed in our program.

Thank you,

Mary Kerr, MSW — 2/8/06

Mary Kerr, M.S.W. — Date
Program Director and Group Home Administrator