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September 14, 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 – CHILDREN ARE OUR FUTURE - CHATSWORTH HOUSE, CLEVELAND HOUSE, CONSTANCE HOUSE, HARVEY HOUSE, KEZIOS HOUSE, SAN JOSE HOUSE, SEARCY HOUSE, AND TERRY HOUSE**

We have completed a review of Chatsworth, Cleveland, Constance, Harvey, Kezios, San Jose, Searcy, and Terry Houses (Group Home or Agency) operated by Children Are Our Future Group Homes. Each Group Home contracts with the Department of Children and Family Services (DCFS) and the Probation Department (Probation).

Chatsworth House is a six-bed facility, which provides care for girls ages 13-17 years who exhibit behavioral, social, and emotional difficulties. At the time of the monitoring visit, Chatsworth House Group Home was providing services for two Los Angeles County DCFS children and three children from Probation.

Cleveland House is a five-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, Cleveland House was providing services for five Los Angeles County DCFS children.

Constance and Kezios Houses are six-bed facilities, which provide care for boys ages 10-15 years who exhibit behavioral, social, and emotional difficulties. At the time of the monitoring visit, Constance House Group Home was providing services for five Los Angeles County DCFS children and one child from Probation. Kezios House Group Home was providing services for four Los Angeles County DCFS children and two Probation children.

"To Enrich Lives Through Effective and Caring Service"

Harvey House, San Jose House, Searcy House, and Terry House are six-bed facilities, which provide care for boys ages 13-17 years who exhibit behavioral, social, and emotional difficulties. At the time of the monitoring visit, Harvey House Group Home was providing services for two Los Angeles County DCFS children and four children from Probation. San Jose House Group Home was providing services for three Los Angeles County DCFS children, one child from Probation, and one child from Santa Barbara County Department of Children and Family Services. Searcy House Group Home was providing services for four children from Probation and two children under joint supervision of Los Angeles County DCFS and Probation. Terry House Group Home was providing services for two Los Angeles County DCFS children and four children from Probation.

Cleveland and Kezio Houses are located in the Third District. Chatsworth, Constance, Harvey, San Jose, Searcy and Terry Houses are located in the Fifth District.

Scope of Review

The purpose of the review is to determine whether the Agency is providing the services 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

Generally, the Agency is providing the services as outlined in their Program Statement. However, each Group Home has deficient areas that need to be addressed.

All eight Group Homes need to make numerous repairs to the interiors and exteriors of their facilities; make numerous repairs to their furniture and fixtures; develop comprehensive Needs and Services Plans; provide children with the required minimum allowance; and encourage and assist all children in creating and updating life books/photo albums. In addition, we noted the following for the individual Group Homes:

Cleveland House needs to ensure that placed children meet the Group Home's population criteria as outlined in the Program Statement; develop and update the NSPs with input from the child and placement workers; and obtain and maintain current court authorizations for all children receiving psychotropic medications.

Constance House needs to develop and update NSPs with input from the child and placement workers; obtain and maintain current court authorizations for all children receiving psychotropic medication; maintain documentation of current medication reviews by the prescribing psychiatrist for all children receiving psychotropic medication;

provide each child with sufficient clothes to meet the DCFS clothing standard for quantity.

Harvey House needs to maintain age appropriate reading materials; and provide each child with sufficient clothes to meet the DCFS clothing standard for quantity.

Kezio House needs to develop and update NSPs with input from the child and placement workers; and provide each child with sufficient clothes to meet the DCFS clothing standard for quantity.

San Jose House needs to complete and maintain initial assessments for all children within 30 days of placement; develop and update NSPs with input from the child and their placement workers; maintain current NSPs for each child; and provide each child with sufficient clothes to meet the DCFS clothing standard for quantity.

Searcy House needs to ensure that placed children meet the Group Home's population criteria as outlined in the Program Statement; develop and update NSPs with input from the child and placement workers; and provide each child with sufficient clothes to meet the DCFS clothing standard for quantity

Terry House needs to provide the children with access to a readily available computer with a variety of programs; obtain and maintain current court authorizations for all children receiving psychotropic medications; and provide each child with sufficient clothes to meet the DCFS clothing standard for quantity.

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

Attachments

c: David E. Janssen, Chief Administrative Officer
David Sanders, Ph.D., Director, DCFS
Paul Higa, Chief Probation Officer
Michael Linquata, Executive Director, Children Are Our Future
Public Information Office
Audit Committee

**Children Are Our Future
Chatsworth House
10928 Remmet Avenue
Chatsworth, California 91311
(818) 709-3808
License Number: 197600743
Rate Classification Level: 12**

I. Facility and Environment

Method of assessment – Observation

Comments:

The Chatsworth House Group Home is located in a residential community. The exterior of the Group Home is adequately maintained. However, the sliding screen door leading to the patio area is torn. 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.

Recommendation

- 1. Children Are Our Future management repair the sliding screen door.**

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. 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, and include long and short-term goals. However, the NSPs are not comprehensive, as they do not include specific, measurable and attainable goals.

Case files reflect adequate documentation to show that children are receiving treatment services as identified in their NSPs.

Recommendation

- 2. Children Are Our Future management create comprehensive Needs and Services Plans that include specific, measurable, and attainable 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 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 for one case file

Comments:

The child has a current court authorization for psychotropic medication. Documentation confirms that the child is routinely seen by the prescribing psychiatrist.

The child reports she was informed about her psychotropic medication, and is aware of her 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: 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 expressed 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: Two

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 of sufficient quantity.

Children are permitted to spend their allowances as they choose. However, the Group Home does not provide children with the required minimum base allowance.

The Group Home provides children with adequate personal care items.

One child reports that she has never been offered a life book. The other child reports she has never been encouraged or assisted in maintaining one.

Recommendations

3. Children Are Our Future management:

- a. Provide children with the required minimum allowance.**
- b. Encourage and assist all children in creating and updating life books/photo albums.**

**Children Are Our Future
Cleveland House
17400 Blackhawk
Granada Hills, California 91344
(818) 709-3808
License Number: 197606063
Rate Classification Level: 12**

I. Facility and Environment

Method of assessment – Observation

Comments:

The Cleveland House 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.

However, the back yard has areas in need of improvement. There are four bolts protruding from the concrete decking presenting a safety hazard. The patio table is missing the table top. The patio doors are chipped, peeling and need repair. A wooden playhouse in the patio area has a weathered post that is dry rotted.

The interior of the Group Home is comfortable. 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, several repairs are needed. The top oven in the kitchen is not working. The left rear burner on the stove will not light. The hinge on the cabinet door to the right of the stove is broken. The sink faucets in the main bathroom are not working properly, and bathtub faucet leaks in the bathroom off bedroom three.

The children's bedrooms are comfortable. The rooms are clean and orderly, and have age-appropriate personalized decorations. There is adequate furniture, lighting, and storage space. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate. However, the bedrooms do not have properly fitted window screens. Also, the window blinds are broken, and a light bulb is broken in bedroom two.

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

1. Children Are Our Future management:

- a. Remove the protruding bolts from the deck area.
- b. Replace the patio table top.
- c. Repair the patio doors.
- d. Repair the burner on the stove.
- e. Repair the broken kitchen cabinet door.
- f. Repair/remove the wooden playhouse.
- g. Repair the faucets for the sinks in the main bathroom and the bathtub faucet in the bathroom off bedroom three.
- h. Replace the bedroom window screens with screens that fit properly.
- i. Replace the broken window blinds in bedroom two.
- j. Replace the broken light bulb in bedroom two.

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children are assessed for needed services within thirty days of placement. However, one child does not meet the Group Home’s population criteria as outlined in their Program Statement because he is eighteen years old, and the Group Home does not have an age waiver from Community Care Licensing for him.

The treatment team develops and implements the Needs and Services Plans (NSPs). However, there is no documentation that the NSPs were developed with input from the children or their placement workers. The NSPs are current, and include long and short-term goals. However, the NSPs are not comprehensive, as they do not include specific, measurable and attainable goals.

Case files reflect adequate documentation to show that children are receiving treatment services as identified in their NSPs.

Recommendations

2. Children Are Our Future management:

- a. **Ensure that placed children meet the Group Home’s population criteria as outlined in the Program Statement and obtain appropriate waivers for any exceptions.**
- b. **Develop and update NSPs with input from the child and placement workers.**
- c. **Create comprehensive NSPs that include specific, measurable, and attainable goals.**

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

The children are attending school. Children are provided with educational support and resources to meet their educational needs. 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 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 for two case files

Comments:

Children do not have current court authorizations for psychotropic medications they are prescribed. Documentation confirms that children are routinely seen by the prescribing psychiatrist.

Medication distribution logs are properly maintained.

Recommendation

- 3. Children Are Our Future management obtain and maintain current court authorizations for all children receiving psychotropic medications.**

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 expressed 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: Two

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 of sufficient quantity.

Children are permitted to spend their allowances as they choose. However, the Group Home does not provide children with the required minimum base allowance.

The Group Home provides children with adequate personal care items.

One child reports that he has a life book, and has been encouraged and assisted in maintaining it. However, the other child reports that he has never been offered a life book.

Recommendations

4. Children Are Our Future management:

- a. Provide children with the required minimum allowance.**
- b. Encourage and assist all children in creating and updating life books/photo albums.**

**Children Are Our Future
Constance House
12415 Marva Avenue
Granada Hills, California 91344
(818) 709-3808
License Number: 197602442
Rate Classification Level: 12**

I. Facility and Environment

Method of assessment – Observation

Comments:

The Constance House Group Home is located in a residential community. The exterior of the Group Home is generally well maintained. The front and back yards are clean, and adequately landscaped. However, several cement blocks are missing along the top of the rear retaining wall, and areas of graffiti mark the wall near the swimming pool pump.

The interior common quarters are neat and clean. There is adequate furniture in the Group Home. The Group Home provides a home-like environment. However, two light bulbs are missing in the rear bathroom, and paint is chipping from the frame around the mirror in the main bathroom.

The children's bedrooms 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 beds all have full complements of linen. Children's sleeping arrangements are appropriate. However, the mattress on one of the beds in bedroom one, sags and is damaged. The wall along the exterior side of bedroom one is blistered and needs repair. The patched areas on the walls in bedrooms two and three require painting.

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

1. Children Are Our Future management:

- a. Replace the missing blocks on the top of the retaining wall.
- b. Remove the graffiti writing from the retaining wall.
- c. Replace the missing light bulbs in the rear bathroom.
- d. Refinish the frame around the mirror in the main bathroom.
- e. Replace the damaged mattress in bedroom one.
- f. Repair the blistered area on the wall opposite the doorway in bedroom one.
- g. Paint the patched areas on the walls in bedrooms two and three.

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. Children are assessed for needed services within thirty days of placement.

The treatment team develops and implements the Needs and Services Plans (NSPs). However, there is no documentation that the NSPs were developed with input from the children or their placement workers. The NSPs are current, and include long and short-term goals. However, the NSPs are not comprehensive, as they do not include specific, measurable and attainable goals.

Case files reflect adequate documentation to show that children are receiving treatment services as identified in their NSPs.

Recommendations

2. Children Are Our Future management:

- a. Develop and update NSPs with input from the child and placement workers.
- b. Create comprehensive Needs and Services Plans that include specific, measurable, and attainable goals.

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

One child is attending school and is progressing satisfactorily. The Group Home is working to place the other child within the school district and their efforts are appropriately documented. Children are provided with educational support and resources to meet their educational needs. 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 given the opportunity 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 for five case files

Comments:

Three of the five children do not have current court authorizations for psychotropic medication they are prescribed. For two of the five children, there is insufficient documentation to support that they are routinely seen by the prescribing psychiatrist.

Medication distribution logs are properly maintained.

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

Recommendations

3. Children Are Our Future management:

- a. Obtain and maintain current court authorizations for all children receiving psychotropic medication.**
- b. Maintain documentation to support that all children receiving psychotropic medication are routinely seen by the prescribing psychiatrist.**

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 expressed 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: Two

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 quantity. However, both children are in need of bathrobes, and one child is in need of slippers.

Children are permitted to spend their allowances as they choose. However, the Group Home does not provide children with the required minimum base allowance.

The Group Home provides children with adequate personal care items.

Children report that they have never been offered a life book.

Recommendations

4. Children Are Our Future management:

- a. Provide each child with sufficient clothes to meet DCFS' clothing standards for quantity.**

- b. Provide children with the required minimum base allowance.
- c. Encourage and assist all children in creating updating life books/photo albums.

**Children Are Our Future
Harvey House
19600 Superior Street
Northridge, California 91325
Phone: (818) 709-3808
License Number: 197601838
Rate Classification Level: 12**

I. Facility and Environment

Method of assessment – Observation

Comments:

The Harvey House 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. However, there are repairs that need to be completed in the front and back yards. The front yard has an abandoned lighting system with protruding conduit in the lawn and exposed wiring at the junction boxes. The light fixtures on the patio and by the side door to the garage need repair. The screens are missing from the sliding windows on the entire house.

The interior of the Group Home and common quarters are neat. There is adequate furniture in the Group Home. The Group Home provides a home-like environment. However, there are several areas that need maintenance. The ceiling in the computer room and adjoining bath area has water damage. The interior wall near the patio door has holes above the baseboard. The bathtubs need re-caulking and the vanity mirror in bathroom one has moisture damage. The burners on the stove do not light properly and the oven door handle and control knob are missing.

The children's bedrooms have age-appropriate personalized decorations. There is adequate furniture and storage space. Window coverings are in good repair. The beds all have a full complement of linens. Children's sleeping arrangements are appropriate. However, several light bulbs in bedroom one are not working. The furniture in bedroom two is marked and etched with graffiti. One mattress in each of the bedrooms is sagging and damaged.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, and a TV. Books and resource materials, including a computer with a variety of programs, are also available. However, the home lacks age-appropriate reading materials, such as novels and magazines.

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

Recommendations

1. Children Are Our Future management:

- a. Remove the abandoned lighting system in the front yard.
- b. Repair light fixtures near the patio door and by the garage side door.
- c. Replace missing screens on all slider windows on the house.
- d. Repair the water damaged ceilings.
- e. Repair the interior wall near the patio door.
- f. Remove the old caulk, clean the corners, and re-caulk all bathtubs.
- g. Repair the damaged mirror in bathroom one.
- h. Repair the burners on the stove.
- i. Replace the door handle and control knob on the oven.
- j. Replace the missing light bulbs in the bedrooms.
- k. Refinish the bedroom furniture in bedroom two.
- l. Replace the damaged mattresses in each bedroom.
- m. Maintain age appropriate reading materials.

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. 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, and include long and short-term goals. However, the NSPs are not comprehensive, as they do not include specific, measurable and attainable goals.

Case files reflect adequate documentation to show that children are receiving treatment services as identified in their NSPs.

Recommendation

- 2. Children Are Our Future management create comprehensive Needs and Services Plans that include specific, measurable, and attainable 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 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 for one case file

Comments:

The child has a current court authorization for psychotropic medication. Documentation confirms that the child is routinely seen by the prescribing psychiatrist.

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: 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 expressed 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: Two

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 quantity. However, one child is in need of a bathrobe.

Children are permitted to spend their allowances as they choose. However, the Group Home does not provide children with the required minimum base allowance.

The Group Home provides children with adequate personal care items.

Children report that they have not been provided with a life book.

Recommendations

3. Children Are Our Future management:

- a. Provide each child with sufficient clothes to meet DCFS clothing standards for quantity.**
- b. Provide children with the required minimum base allowance.**
- c. Encourage and assist all children with maintaining life books/photo albums.**

**Children Are Our Future
Kezios House
20440 Keswick Street
Northridge, California 91324
(818) 709-3808
License Number: 197602059
Rate Classification Level: 12**

I. Facility and Environment

Method of assessment – Observation

Comments:

The Kezios House Group Home is located in a residential community. The exterior of the Group Home is attractive and adequately landscaped.

The back yard is spacious and provides the children with ample play area. However, there are several areas of the back yard that need improvement. The fascia boards around the rooflines and the barbeque cabinet doors are peeling and need refinishing. The brick work on the planters and seating area need repairs. The rain gutter in the rear of the house is missing a section. The sprinklers are missing numerous heads. A trellis in front of the patio is broken and an overgrown bush needs to be trimmed. The three wooden backyard gates are weathered, and are in need of refinishing and repair. The door leading to the weight room is weathered and damaged. The light fixture on the side of the garage is missing a bulb. Four screens are missing from sliding windows on the north side of the house.

The interior of the Group Home and common quarters are neat and clean. There is adequate furniture in the Group Home. The Group Home provides a home-like environment. However, the blinds in the weight room are bent and damaged. The upholstery on a desk chair is torn. Two smoke detectors are broken. Several light bulbs are missing in the bathrooms, and the toilet paper is not properly stored on a roller. The light switch in the main bathroom is broken and the electrical outlet on the bathroom off bedroom three is missing the cover plate. One burner on the kitchen stove does not light.

Children's bedrooms are clean, 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 beds all have a full complement of linens, and children's sleeping arrangements are appropriate. However, in bedroom two, a dresser drawer is broken and a mattress is sagging and damaged.

The Group Home has a variety of recreational equipment. However, the foosball table is weathered, rusty, and broken; the ping-pong table frame is bent; and the portable basketball goal is unassembled. There are board games, a TV, VCR, 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

1. Children Are Our Future management:

- a. Refinish the fascia boards and the outdoor cabinet doors.
- b. Repair the brick work in the back yard.
- c. Repair the rain gutter.
- d. Replace the missing sprinkler heads.
- e. Replace the trellis and trim the overgrown bush in front of the patio.
- f. Repair/refinish the back yard gates.
- g. Replace the door to the weight room.
- h. Replace the missing light bulb on the side of the garage.
- i. Install properly fitted window screens on the north side of the house.
- j. Replace the window blinds in the weight room.
- k. Reupholster the torn desk chair.
- l. Repair/replace the broken smoke detectors.
- m. Replace the broken light switch in the main bathroom.
- n. Replace the missing light bulbs in the bathrooms.
- o. Ensure toilet paper is properly stored on a roller.
- p. Replace the outlet cover plate in the bathroom of bedroom number three.
- q. Repair the kitchen stove burner.
- r. Repair the dresser in bedroom two.

- s. **Replace the damaged mattress in bedroom two.**
- t. **Replace the damaged recreation equipment and maintain it in good working condition.**

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. Children are assessed for needed services within thirty days of placement.

The treatment team develops and implements the Needs and Services Plans (NSPs). However, there is no documentation that the NSPs were developed with input from the children or their placement workers. The NSPs are current, and include long and short-term goals. However, the NSPs are not comprehensive, as they do not include specific, measurable and attainable goals.

Case files reflect adequate documentation to show that children are receiving treatment services as identified in their NSPs.

Recommendations

2. Children Are Our Future management:

- a. **Develop and update NSPs with input from the child and placement workers.**
- b. **Create comprehensive NSPs that include specific, measurable, and attainable 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 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 for two case files

Comments:

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

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: 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 expressed 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: Two

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 quantity. However, one child needs an additional pair of shoes and a bathrobe.

Children are permitted to spend their allowances as they choose. However, the Group Home does not provide children with the required minimum base allowance.

The Group Home provides children with adequate personal care items.

Children have not been encouraged or assisted in maintaining life books/photo albums.

Recommendations

3. Children Are Our Future management:

- a. Provide each child with sufficient clothes to meet DCFS clothing standards for quantity.
- b. Provide children with the required minimum base allowance.
- c. Encourage and assist all children with maintaining life books/photo albums.

**Children Are Our Future
San Jose House
10710 Melvin Avenue
Northridge, California 91326
(818) 709-3808
License Number: 191221757
Rate Classification Level: 12**

I. Facility and Environment

Method of assessment – Observation

Comments:

The San Jose House 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 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, the interior of the Group Home has a few areas that need repair. The kitchen ceiling is water stained. The baseboard in the dining area is broken. Three burners on the kitchen stove do not light. The hallway drawers are broken and a cabinet door is damaged. The agency installed a new thermostat, but needs to remove the previous broken thermostat from the hallway wall.

The children's bedrooms are clean, orderly, and have age-appropriate personalized decorations. There is adequate lighting, and storage space. Window coverings and window screens are in good repair. The beds all have a full complement of linens. Children's sleeping arrangements are appropriate. However, the furniture in bedroom two is etched and marked with graffiti. A dresser drawer in bedroom three is broken. The wall above the bed in bedroom one and the wall next to the closet in bedroom two need to be painted. An air vent in bedroom three is rusty and discolored. A mattress in bedroom three is sagging and damaged.

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

1. Children Are Our Future management:

- a. Repair the water stained ceiling in the kitchen.**
- b. Repair the baseboard in the dining area.**
- c. Repair the burners on the kitchen stove.**
- d. Repair the hallway drawers and cabinet door.**
- e. Remove the broken and abandoned thermostat control.**
- f. Repair/refinish the damaged furniture in bedrooms two and three.**
- g. Refinish the damaged walls in bedrooms one and two, and the vent above the door in bedroom three.**
- h. Replace the damaged mattress in bedroom three.**

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 thirty days of placement.

For one child, the Needs and Services Plan (NSP) is current, and the treatment team is developing and implementing the NSP with the child’s input. The other child’s NSP is not current, does not include input from the child, and the child’s placement worker was not part of the treatment team in developing and implementing the NSP. NSPs are not comprehensive, as they do not include specific, measurable and attainable goals.

Case files reflect adequate documentation to show that children are receiving treatment services as identified in their NSPs.

Recommendations

2. Children Are Our Future management:

- a. Assess all children for needed services within 30 days of placement.
- b. Develop and update NSPs with input from the children and their placement workers.
- c. Maintain current Needs and Services Plans for each child.
- d. Create comprehensive Needs and Services Plans that include specific, measurable, and attainable goals.

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

One child is attending school. The other child has completed high school, enrolled in college, and is awaiting entry into the military. 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 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 for one case file

Comments:

The child has a current court authorization for psychotropic medication. Documentation confirms that the child is routinely seen by the prescribing psychiatrist.

The child is informed about his psychotropic medication, and is aware of his 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: 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 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: Two

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 quantity. However, one child is in need of a bathrobe.

Children are permitted to spend their allowances as they choose. However, the Group Home does not provide children with the required minimum base allowance.

The Group Home provides children with adequate personal care items.

Children report they have never been provided with a life book.

Recommendations

3. Children Are Our Future management:

- a. Provide each child with sufficient clothes to meet DCFS clothing standards for quantity.**

- b. Provide children with the required minimum base allowance.**
- c. Encourage and assist children with maintaining life books.**

**Children Are Our Future
Searcy House
10336 Variel Avenue
Chatsworth, California 91311
(818) 709-3808
License Number: 197603968
Rate Classification Level: 12**

I. Facility and Environment

Method of assessment – Observation

Comments:

The Searcy House Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front yard is clean, and adequately landscaped. However, the rear of the back yard is over grown with weeds. In addition, the portions of the fence are down and need to be replaced. One side of the chain link gate is not attached and is leaning against the garage. A section of sharp metal is lying near the basketball court and poses a hazard to the children playing in the area.

The interior of the Group Home and common quarters are neat and clean. There is adequate furniture in the Group Home. The Group Home provides a home-like environment. However, the bathrooms are missing a number of light bulbs. There are also a few items in the kitchen that need attention. The burners on the kitchen stove do not light properly. The handle to the oven door is missing. Two drawer liners are dirty.

The 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 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. However, several slats are missing from the window blinds in bedroom three.

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

1. Children Are Our Future management:

- a. Maintain the back yard free of weeds.**
- b. Repair the fence in the back yard.**
- c. Repair/reattach the chain link gate in the back yard.**
- d. Remove the sharp metal in the back yard.**
- e. Replace missing light bulbs in the bathrooms.**
- f. Replace the slats on the window blinds in bedroom number three.**
- g. Repair the burners on the kitchen stove.**
- h. Replace the oven door handle.**
- i. Clean the kitchen drawers and replace the liners.**

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children are assessed for needed services within thirty days of placement. However, one child does not meet the Group Home’s population criteria as outlined in their Program Statement because he is eighteen years old, and the Group Home does not have an age waiver from Community Care Licensing for him.

The treatment team develops and implements the Needs and Services Plans (NSPs). However, there is no documentation that the NSPs were developed with input from the children or their placement workers. The NSPs are current, and include long and short-term goals. However, the NSPs are not comprehensive, as they do not include specific, measurable and attainable goals.

Case files reflect adequate documentation to show that children are receiving treatment services as identified in their NSPs.

Recommendations

2. Children Are Our Future management:

- a. Ensure that placed children meet the Group Home’s population criteria as outlined in the Program Statement and obtain appropriate waivers for any exceptions.
- b. Develop and update NSPs with input from the child and placement workers.
- c. Create comprehensive Needs and Services Plans that include specific, measurable, and attainable 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 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:

According to the Agency’s management, there are no residents receiving 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 expressed 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: Two

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 quantity. However, one child is in need of a bathrobe and a pair of slippers.

Children are permitted to spend their allowances as they choose. However, the Group Home does not provide children with the required minimum base allowance.

The Group Home provides children with adequate personal care items.

Children report they have never been provided with life books.

Recommendations

3. Children Are Our Future management:

- a. Provide each child with sufficient clothes to meet DCFS clothing standards for quantity.**
- b. Provide children with the required minimum base allowance.**
- c. Encourage and assist children with maintaining life books.**

**Children Are Our Future
Terry House
19646 Ballinger Street
Northridge, California 91324
(818) 709-3808
License Number: 197601442
Rate Classification Level: 12**

I. Facility and Environment

Method of assessment – Observation

Comments:

The Terry House 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. However, the wall and railing on one side of the back yard appear unstable and lean over the sidewalk.

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, there are several areas that need repair. The outer section of glass on the oven door and the oven door handle are missing. A burner grate on the kitchen stove is missing. The stove grate was missing at the time of the last Program Compliance Review, and still has not been replaced. The dishwasher is not working. The rim of the bathtub has mildew and needs to be cleaned and re-caulked. There is a hole in the wall in the bathroom and the toilet paper is not properly stored on a roller.

The children's bedrooms are clean and orderly, and have age-appropriate personalized decorations. There is adequate furniture, and storage space. Window coverings and window screens are in good repair. The beds all have a full complement of linens and the Children's sleeping arrangements are appropriate. However, a lamp in bedroom one is broken and unstable. In bedroom two the nightstand is broken, the bottom drawer does not fit properly and a mattress is sagging and damaged.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, a TV, VCR, and a DVD player. Books and resource materials are available. However, children do not have a computer readily available.

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

Recommendations

1. Children Are Our Future management:

- a. **Secure the wall in the back yard to ensure stability and safety of the children and pedestrians.**
- b. **Replace the missing glass section and the missing handle on the oven door**
- c. **Replace the missing grate on the kitchen stove.**
- d. **Repair the dishwasher.**
- e. **Clean the mildew from the rim and corners of the bathtub and re-caulk the area.**
- f. **Repair and refinish the damaged wall in the main bathroom.**
- g. **Ensure toilet paper is properly stored on a roller.**
- h. **Replace the broken lamp in bedroom one.**
- i. **Replace the broken nightstand in bedroom two.**
- j. **Replace the damaged mattress in bedroom two.**
- k. **Provide the children a readily available computer with a variety of programs.**

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. 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, and include long and short-term goals. However, the NSPs are not comprehensive, as they do not include specific, measurable and attainable goals.

Case files reflect adequate documentation to show that children are receiving treatment services as identified in their NSPs.

Recommendations

- 2. Children Are Our Future management create Needs and Services Plans that are comprehensive and include specific, measurable and attainable goals.**

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

One child is attending school. The Group Home is working to place the other child in school and their efforts are appropriately documented. Children are provided with educational support and resources to meet their educational needs. 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 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 for four case files

Comments:

Two of the four children do not have current court authorizations for psychotropic medication they are receiving. Documentation confirms that children are routinely seen by the prescribing psychiatrist.

Medication distribution logs are properly maintained.

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

Recommendations

- 3. Children Are Our Future management obtain and maintain current court authorizations for all children receiving psychotropic medications.**

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 expressed 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: Two

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 quantity. However, one child is in need of pants and a bathrobe. The other child is in need of a bathrobe and a pair of slippers.

Children are permitted to spend their allowances as they choose. However, the Group Home does not provide children with the required minimum base allowance.

The Group Home provides children with adequate personal care items.

One child maintains a life book. However, the other child reports he has never been provided with a life book.

Recommendations

4. Children Are Our Future management:

- a. Provide each child with sufficient clothes to meet DCFS clothing standards for quantity.**
- b. Provide children with the required minimum base allowance.**
- c. Encourage and assist children with maintaining life books.**

CHATSWORTH HOUSE



May 31, 2005

Carla Carr, Group Home Ombudsman
Department of Auditor-Controller, Ombudsman
500 West Temple Street, Room 515-A
Los Angeles, CA 90012

Re: Corrective Action Plan/Chatsworth

The following will address the Corrective Action Plan for the above captioned site as stated in your letter dated May 18, 2005

SECTION I

FACILITY AND ENVIRONMENT

1. **Repair the Sliding Screen Door:**
Repair completed 5-10-05

SECTION II.

PROGRAM SERVICES

2. **CAOF Management To Create Comprehensive Needs and Services Plans that include Specific, Measurable, and Attainable Goals:**
The Needs and Service Plan format has been updated to include comprehensive time limited and measurable goals including input from the client and the county representative. The format reflects the clients' progress toward the clients' goal(s).

SECTION VII

CLOTHING AND ALLOWANCE

3. **CAOF Management**

- a. **Provide children with the Required Minimum Allowance:**

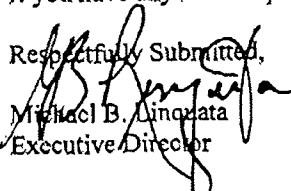
All Facility Managers have been informed and updated on the new minimum allowance amount. In addition, a memo has been issued reflecting the revised minimum allowance amount.

- b. **Encourage and Assist all Children in Creating and Updating a Lifebook/Photo Album:**

Case Managers conduct a monthly group that is solely for the purpose of Lifebooks. Facility Managers are instructed on the importance of encouraging clients' to use their Lifebooks to keep mementos and important memorabilia and documents.

If you have any further questions, please do not hesitate to call.

Respectfully Submitted,


Michael B. Linquata
Executive Director



May 31, 2005

Carla Carr, Group Home Ombudsman
Department of Auditor-Controller, Ombudsman
500 West Temple Street, Room 515-A
Los Angeles, CA 90012

Re: Corrective Action Plan/Cleveland

The following will address the Corrective Action Plan for the above captioned site as stated in your letter dated May 18, 2005

SECTION I

FACILITY AND ENVIRONMENT

1. CAOF management

- a. **Remove the protruding bolts from the deck area**
This item was completed on 4-11-05
- b. **Replace the patio table top**
This item to be completed on or before 7-15-05
- c. **Repair the patio doors**
This item to be completed on or before 7-15-05
- d. **Repair the burner on the stove**
This item to be completed on or before 7-15-05
- e. **Repair the broken kitchen cabinet door**
This item was completed on 4-1-05.
- f. **Repair/Remove the wooden playhouse**
This item to be completed on or before 7-15-05
- g. **Repair the faucets for the sinks in the main bathroom and the bathtub faucet in the bathroom off bedroom three.**
This item to be completed on or before 7-15-05
- h. **Replace properly fitting window screens for the bedroom sliding windows**
This item was completed on 4-11-05
- i. **Replace the broken window blinds in bedroom two**
This item was completed on 4-11-05
- j. **Replace the broken light bulb in bedroom two**
This item was completed on 4-11-05

SECTION II.

PROGRAM SERVICES

2. CAOF Management

- a. **Ensure that placed children meet the Group Home's population criteria as outlined in the Program Statement**
The agency Intake Coordinator has been trained to screen out referral for clients who do not meet the population criteria as outlined in the Program Statement.

b. **Develop and update NSPs with input from the child and placement workers**
The Needs and Service Plan format has been updated to include comprehensive time limited and measurable goals including input from the client and the county representative. The format reflects the clients' progress toward the clients' goal(s).

c. **Create comprehensive Needs and Services Plan that include specific, measurable and attainable goals.**

The Needs and Service Plan format has been updated to include comprehensive time limited and measurable goals including input from the client and the county representative. The format reflects the clients' progress toward the clients' goal(s).

SECTION V PSYCHOTROPIC MEDICATION

3. **CAOF Management to obtain and maintain current court authorizations for all children receiving psychotropic medications.**

This agency routinely maintains medication reviews by the prescribing psychiatrist and as policy, submits requests for psychotropic medication authorizations in a timely manner. However, there are several cases in which, upon admission, DCFS has failed to provide the clients' current psychotropic medication authorization and client's psychiatrist's notes and reviews. The Probation Department routinely fails to provide the clients' psychotropic medication authorization or psychiatric history.

SECTION VI CLOTHING AND ALLOWANCE

4. **CAOF Management will**

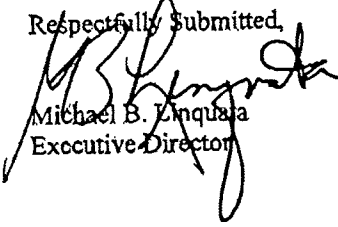
a. **Provide children with the required minimum allowance**

All Facility Managers have been informed and updated on the new minimum allowance amount. In addition, a memo has been issued reflecting the revised minimum allowance amount.

b. **Encourage and assist all children in creating and updating a Lifebook/photo album.** Case Managers conduct a monthly group that is solely for the purpose of Lifebooks. Facility Managers are instructed on the importance of encouraging clients' to use their Lifebooks to keep mementos and important memorabilia and documents.

If you have any further questions, please do not hesitate to call.

Respectfully Submitted,


Michael B. Linquara
Executive Director



CONSTANCE HOUSE

May 31, 2005

Carla Carr, Group Home Ombudsman
Department of Auditor-Controller, Ombudsman
500 West Temple Street, Room 515-A
Los Angeles, CA 90012

Re: Corrective Action Plan/Constance

The following will address the Corrective Action Plan for the above captioned site as stated in your letter dated May 18, 2005

SECTION I FACILITY AND ENVIRONMENT

1. CAOF management

- a. **Replace the missing blocks on the top of the retaining wall**
This item to be completed on or before 7-15-05
- b. **Remove the graffiti writing from the retaining wall**
This item to be completed on or before 7-15-05
- c. **Replace the missing light bulbs in the vanity light fixture in the rear bathroom**
This item to be completed on or before 7-15-05
- d. **Refinish the frame around the mirror in the main bathroom**
This item to be completed on or before 7-15-05
- e. **Replace the damaged mattress in bedroom one**
This item to be completed on or before 7-15-05
- f. **Repair the blistered area on the wall opposite the doorway in bedroom one**
This item to be completed on or before 7-15-05
- g. **Paint the patched areas on the walls in bedrooms two and three**
This item to be completed on or before 7-15-05
- h. **Properly store and label food**
This item to be completed on or before 7-15-05

The Facility Manager and/or Site Administrator submit all repair requests to the Program Director. The Program Director schedules repairs in order of need and severity with the agency Maintenance staff. The Site Administrators are responsible to follow-up on all repairs and immediately report any damage that is a safety issue.

SECTION II PROGRAM SERVICES

2. CAOF Management

- a. **Develop and update NSPs with input from the child and placement workers:**
The Needs and Service Plan format has been updated to include comprehensive time limited and measurable goals including input from the client and the county representative. The format reflects the clients' progress toward the clients' goal(s).



HARVEY HOUSE

June 24, 2005

Carla Carr, Group Home Ombudsman
Department of Auditor-Controller
500 West Temple Street, Room 515-A
Los Angeles, CA 90012

Re: CAPs – Harvey and Terry

As stated in our telcon with Mr. Luther, the following is a response to the addendums sent to your attention.



Backyard Wall:

The owner does not have a written report of safety for the wall in question. He has stated that he will submit a letter stating that the wall was inspected and found to be safe. We expect the letter to be in our possession no later than July 5, 2005. We will forward to your attention upon receipt.

Computers:

As stated in our addendum, all computers are supplied through the LAUSD Neglected and Delinquent program. Residents stole several of our computers and replacements have been requested. Unfortunately, the LAUSD program is unable to give us a timeline for a replacement. Computers are sent as this program acquires them. CAOF will continue to contact the program for this request and keep you apprised of our status.

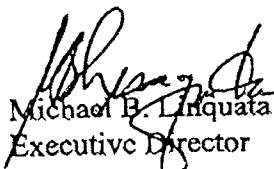
Harvey

Oven handles and control knob

The handle and control knob have been replaced.

We respectfully submit the above addendums to our CAPs and as two of the items listed are outside of our immediate control, we request that these addendums be accepted/approved. We will monitor these items for a timely resolution.

Sincerely,


Michael B. Liguata
Executive Director

Addendum Section I-1.a, 1.h, 1.1



HARVEY HOUSE

May 31, 2005

Carla Carr, Group Home Ombudsman
Department of Auditor-Controller, Ombudsman
500 West Temple Street, Room 515-A
Los Angeles, CA 90012

Re: Corrective Action Plan/Harvey

The following will address the Corrective Action Plan for the above captioned site as stated in your letter dated May 18, 2005.

SECTION I FACILITY AND ENVIRONMENT

1. CAOF Management will

a. Remove the abandoned lighting system in the front yard

We are negotiating with the owner to complete repairs on this item. We have sent a letter to the landlord requesting a specific timeline. If we do not hear from the landlord on or before 7-15-05 we will notify you as to how this item will be repaired/removed.

b. Repair light fixtures near the patio door and by the garage side door

This item will be repaired on or before 7-15-05.

c. Replace missing screens on all slider windows on the house

The owner is in the process of replacing the screens. This item will be completed on or before 7-15-05.

d. Repair the water damage ceilings

This item was completed 5-10-05

e. Repair the interior wall near the patio door

This item was completed 5-10-05

f. Remove the old caulk, clean the corners, and replace new caulk around the rim of the bathtubs

This item will be completed on or before 7-15-05

g. Repair the moisture damaged mirror in bathroom one

This item will be completed on or before 7-15-05

h. Repair the burners on the stove

This item will be completed on or before 7-15-05.

i. Replace the handle and control knob on the oven

We are negotiating with the owner to complete repairs on this item.

j. Replace missing light bulbs in the bedroom light fixtures and ensure they are in good working order

This item was completed immediately.

- k. **Refinish the bedroom furniture in bedroom two**
This item will be completed on or before 7-15-05
- l. **Replace the damaged mattresses in each bedroom.**
This item was completed immediately.
- m. **Maintain age appropriate reading materials**
This item will be completed on or before 7-15-05

The Facility Manager and/or Site Administrator submit all repair requests to the Program Director. The Program Director schedules repairs in order of need and severity with the agency Maintenance staff. The Site Administrators are responsible to follow-up on all repairs and immediately report any damage that is a safety issue.

SECTION II. PROGRAM SERVICES

2. CAOF Management TO Create Comprehensive Needs and Services Plans that include Specific, Measurable, and Attainable Goals:

The Needs and Service Plan format has been updated to include comprehensive time limited and measurable goals including input from the client and the county representative. The format reflects the clients' progress toward the clients' goal(s).

The Clinical Director oversees all Case Managers, reviews for accuracy and signs all forms with regard to the Needs and Services Plans.

SECTION VII CLOTHING AND ALLOWANCE

3. CAOF Management

- a. **Provide each child with sufficient clothes to meet DCFS clothing standards for quantity**

Residents receive \$150.00 for clothing needs quarterly. Residents are supervised during their shopping in order that items purchased are within the guidelines of current regulations as well as the residents' requests. All Inventory Forms are submitted to the CAOF Main Office once per month and are reviewed at each Resident File Audit (13 week rotation).

- b. **Provide children with the required minimum base allowance**

All Facility Managers have been informed and updated on the new minimum allowance amount. In addition, a memo has been issued reflecting the revised minimum allowance amount.

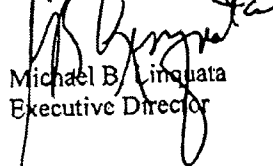
- c. **Encourage and assist all children with maintaining a Lifebook/photo album**

Case Managers conduct a monthly group that is solely for the purpose of Lifebooks. Facility Managers are instructed on the importance of encouraging clients' to use their Lifebooks to keep mementos and important memorabilia and documents.

The Facility Manager is responsible for the daily care of all residents including overseeing the clothing orders, allowances and Lifebooks. The Case Managers, under the direction of the Clinical Director, hold group sessions one time per month dedicated to creating and updating Lifebooks

If you have any further questions, please do not hesitate to call.

Respectfully Submitted,


Michael B. Linguata
Executive Director



KEZIOS HOUSE

May 31, 2005

Carla Carr, Group Home Ombudsman
Department of Auditor-Controller, Ombudsman
500 West Temple Street, Room 515-A
Los Angeles, CA 90012

Re: Corrective Action Plan/Kezios

The following will address the Corrective Action Plan for the above captioned site as stated in your letter dated May 18, 2005

SECTION I

FACILITY AND ENVIRONMENT

1. CAOF management

- a. **Refinish the fascia boards and the outdoor cabinet doors**
This item was completed on 5-25-05
- b. **Repair the brick work in the back yard**
This item will be completed on or before 7-15-05
- c. **Repair the rain gutter down spout**
This item will be completed on or before 7-15-05
- d. **Repair the sprinkler system**
This item will be completed on or before 7-15-05
- e. **Replace the trellis and trim the overgrown bush in front of the patio**
This item was completed on 5-25-05
- f. **Repair/refinish the back yard gates**
This item was completed on 5-22-05
- g. **Replace the door to the weight room**
This item will be completed on or before 7-15-05
- h. **Replace the missing light bulb on the side of the garage**
This item will be completed on or before 7-15-05
- i. **Install properly fitted window screens on the north side of the house**
This item will be completed on or before 7-15-05
- j. **Replace the window blinds in the weight room**
This item will be completed on or before 7-15-05
- k. **Reupholster the torn desk chair**
This item was completed on 4-15-05
- l. **Check and repair the chirping smoke detectors**
This item was completed immediately
- m. **Replace the broken light switch in the main bathroom**
This item was completed on 5-22-05
- n. **Replace the missing light bulbs in the bathrooms.**
This was completed immediately
- o. **Replace the missing toilet paper roller in the main bathroom**
This was completed immediately
- p. **Replace the outlet cover plate in the bathroom of bedroom number three**
This item was completed on 5-24-05
- q. **Repair the right rear burner on the kitchen stove**
This item will be completed on or before 7-15-05
- r. **Repair the dresser in bedroom two**

This item will be completed on or before 7-15-05

s. **Replace the damaged mattress in bedroom two**

This item will be completed on or before 7-15-05

t. **Replace the damaged recreation equipment and maintain it in good working condition at all times.**

The damaged equipment was removed.

The Facility Manager and/or Site Administrator submit all repair requests to the Program Director. The Program Director schedules repairs in order of need and severity with the agency Maintenance staff. The Site Administrators are responsible to follow-up on all repairs and immediately report any damage that is a safety issue.

SECTION II PROGRAM SERVICES

2. CAOF Management

a. **Develop and update NSPs with input from the child and placement workers:**

The Needs and Service Plan format has been updated to include comprehensive time limited and measurable goals including input from the client and the county representative. The format reflects the clients' progress toward the clients' goal(s).

b. **Create comprehensive Needs and Services Plans that include specific, measurable, and attainable goals.**

The Needs and Service Plan format has been updated to include comprehensive time limited and measurable goals including input from the client and the county representative. The format reflects the clients' progress toward the clients' goal(s).

The Clinical Director oversees all Case Managers, reviews for accuracy and signs all forms with regard to the Needs and Services Plans.

SECTION VII CLOTHING AND ALLOWANCE

3. CAOF Management will

a. **Provide each child with sufficient clothes to meet DCFS's clothing standards for quantity**

Residents receive \$150.00 for clothing needs quarterly. Residents are supervised during their shopping in order that items purchased are within the guidelines of current regulations as well as the residents' requests. All Inventory Forms are submitted to the CAOF Main Office once per month and are reviewed at each Resident File Audit (13 week rotation).

b. **Provide children with the required minimum base allowance**

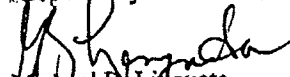
All Facility Managers have been informed and updated on the new minimum allowance amount. In addition, a memo has been issued reflecting the revised minimum allowance amount.

c. **Encourage and assist all children in creating and updating a Lifebook/photo album.**

Case Managers conduct a monthly group that is solely for the purpose of Lifebooks. Facility Managers are instructed on the importance of encouraging clients' to use their Lifebooks to keep mementos and important memorabilia and documents.

The Facility Manager is responsible for the daily care of all residents including overseeing the clothing orders, allowances and Lifebooks. The Case Managers, under the direction of the Clinical Director, hold group sessions one time per month dedicated to creating and updating Lifebooks
If you have any further questions, please do not hesitate to call.

Respectfully Submitted,


Michael B. Luquata
Executive Director

SAN JOSE HOUSE



May 31, 2005

Carla Carr, Group Home Ombudsman
Department of Auditor-Controller, Ombudsman
500 West Temple Street, Room 515-A
Los Angeles, CA 90012

Re: Corrective Action Plan/San Jose

The following will address the Corrective Action Plan for the above captioned site as stated in your letter dated May 18, 2005.

**SECTION I
FACILITY AND ENVIRONMENT**

1. CAOF Management will

- a. Repair the water damaged ceiling in the kitchen**
This item was completed 5-11-05
- b. Repair the baseboard in the dining area**
This item will be completed on or before 7-15-05
- c. Repair the burners on the kitchen stove**
This item will be completed on or before 7-15-05
- d. Repair the hallway drawers and cabinet door**
This item was completed on 5-12-05
- e. Remove the broken and abandoned thermostat control.**
This item will be completed on or before 7-15-05
- f. Repair/refinish the damaged bedroom furniture in bedrooms two and three**
This item will be completed on or before 7-15-05
- g. Refinish the damaged walls in bedrooms one and two, and the vent above the door in bedroom three.**
This item was completed on 5-12-05
- h. Replace the damaged mattress in bedroom three**
This item will be replaced on or before 7-15-05

The Facility Manager and/or Site Administrator submit all repair requests to the Program Director. The Program Director schedules repairs in order of need and severity with the agency Maintenance staff. The Site Administrators are responsible to follow-up on all repairs and immediately report any damage that is a safety issue.

**SECTION II.
PROGRAM SERVICES**

2. CAOF Management will

- a. **Complete and maintain initial assessments for all children within 30 days of placement.**
- b. **Develop and update NSPs with input from the child and their placement workers**
The Needs and Service Plan format has been updated to include comprehensive time limited and measurable goals including input from the client and the county representative. The format reflects the clients' progress toward the clients' goal(s).
- c. **Maintain current Needs and Services Plans for each child**
The Needs and Service Plan format has been updated to include comprehensive time limited and measurable goals including input from the client and the county representative. The format reflects the clients' progress toward the clients' goal(s).
- d. **Create comprehensive Needs and Services Plans that include specific, measurable, and attainable goals.**
The Needs and Service Plan format has been updated to include comprehensive time limited and measurable goals including input from the client and the county representative. The format reflects the clients' progress toward the clients' goal(s).

The Clinical Director oversees all Case Managers, reviews for accuracy and signs all forms with regard to the Needs and Services Plans.

**SECTION VII
CLOTHING AND ALLOWANCE**

3. CAOF Management

- a. **Provide each child with sufficient clothes to meet DCFS clothing standards for quantity**
Residents receive \$150.00 for clothing needs quarterly. Residents are supervised during their shopping in order that items purchased are within the guidelines of current regulations as well as the residents' requests. All Inventory Forms are submitted to the CAOF Main Office once per month and are reviewed at each Resident File Audit (13 week rotation).
- b. **Provide children with the required minimum base allowance**
All Facility Managers have been informed and updated on the new minimum allowance amount. In addition, a memo has been issued reflecting the revised minimum allowance amount.
- c. **Encourage and assist all children with maintaining a Lifebook/photo album**
Case Managers conduct a monthly group that is solely for the purpose of Lifebooks. Facility Managers are instructed on the importance of encouraging clients' to use their Lifebooks to keep mementos and important memorabilia and documents.

The Facility Manager is responsible for the daily care of all residents including overseeing the clothing orders, allowances and Lifebooks. The Case Managers, under the direction of the Clinical Director, hold group sessions one time per month dedicated to creating and updating Lifebooks

If you have any further questions, please do not hesitate to call.

Respectfully Submitted,


Michael B. Linobata
Executive Director



Addendum: Section II-2a

SAN JOSE HOUSE

May 31, 2005

Carla Carr, Group Home Ombudsman
Department of Auditor-Controller, Ombudsman
500 West Temple Street, Room 515-A
Los Angeles, CA 90012

Re: Corrective Action Plan/San Jose

The following will address the Corrective Action Plan for the above captioned site as stated in your letter dated May 18, 2005.

SECTION I FACILITY AND ENVIRONMENT

I. CAOF Management will

- a. **Repair the water damaged ceiling in the kitchen**
This item was completed 5-11-05
- b. **Repair the baseboard in the dining area**
This item will be completed on or before 7-15-05
- c. **Repair the burners on the kitchen stove**
This item will be completed on or before 7-15-05
- d. **Repair the hallway drawers and cabinet door**
This item was completed on 5-12-05
- e. **Remove the broken and abandoned thermostat control.**
This item will be completed on or before 7-15-05
- f. **Repair/refinish the damaged bedroom furniture in bedrooms two and three**
This item will be completed on or before 7-15-05
- g. **Refinish the damaged walls in bedrooms one and two, and the vent above the door in bedroom three.**
This item was completed on 5-12-05
- h. **Replace the damaged mattress in bedroom three.**
This item will be replaced on or before 7-15-05

The Facility Manager and/or Site Administrator submit all repair requests to the Program Director. The Program Director schedules repairs in order of need and severity with the agency Maintenance staff. The Site Administrators are responsible to follow-up on all repairs and immediately report any damage that is a safety issue.

**SECTION II.
PROGRAM SERVICES**

2. CAOF Management will

- a. Complete and maintain initial assessments for all children within 30 days of placement.**

To ensure that initial assessments are completed in a timely fashion, a clinical summary report is completed by an Administrative Assistant on a weekly basis listing all outstanding items for each resident. The Clinical Director reviews this report and the Case Managers Social Workers are addressed on this report during weekly Supervision.

- b. Develop and update NSPs with input from the child and their placement workers**
The Needs and Service Plan format has been updated to include comprehensive time limited and measurable goals including input from the client and the county representative. The format reflects the clients' progress toward the clients' goal(s).

- c. Maintain current Needs and Services Plans for each child**
The Needs and Service Plan format has been updated to include comprehensive time limited and measurable goals including input from the client and the county representative. The format reflects the clients' progress toward the clients' goal(s).

- d. Create comprehensive Needs and Services Plans that include specific, measurable, and attainable goals.**

The Needs and Service Plan format has been updated to include comprehensive time limited and measurable goals including input from the client and the county representative. The format reflects the clients' progress toward the clients' goal(s).

The Clinical Director oversees all Case Managers, reviews for accuracy and signs all forms with regard to the Needs and Services Plans.

**SECTION VII
CLOTHING AND ALLOWANCE**

3. CAOF Management

- a. Provide each child with sufficient clothes to meet DCFS clothing standards for quantity**

Residents receive \$150.00 for clothing needs quarterly. Residents are supervised during their shopping in order that items purchased are within the guidelines of current regulations as well as the residents' requests. All Inventory Forms are submitted to the CAOF Main Office once per month and are reviewed at each Resident File Audit (13 week rotation).

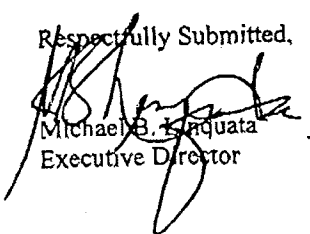
- b. Provide children with the required minimum base allowance**
All Facility Managers have been informed and updated on the new minimum allowance amount. In addition, a memo has been issued reflecting the revised minimum allowance amount.

- c. Encourage and assist all children with maintaining a Lifebook/photo album**
Case Managers conduct a monthly group that is solely for the purpose of Lifebooks. Facility Managers are instructed on the importance of encouraging clients' to use their Lifebooks to keep mementos and important memorabilia and documents.

The Facility Manager is responsible for the daily care of all residents including overseeing the clothing orders, allowances and Lifebooks. The Case Managers, under the direction of the Clinical Director, hold group sessions one time per month dedicated to creating and updating Lifebooks

If you have any further questions, please do not hesitate to call.

Respectfully Submitted,


Michael B. Inguata
Executive Director



SEARCY HOUSE

May 31, 2005

Carla Carr, Group Home Ombudsman
Department of Auditor-Controller, Ombudsman
500 West Temple Street, Room 515-A
Los Angeles, CA 90012

Re: Corrective Action Plan/Searcy

The following will address the Corrective Action Plan for the above captioned site as stated in your letter dated May 18, 2005

SECTION I

FACILITY AND ENVIRONMENT

1. CAOF Management will

- a. **Maintain the back yard free of weeds**

This item was completed immediately

- b. **Replace the white planks on the rail fence in the back yard.**

This item will be completed on or before 7-15-05

- c. **Repair/reattach the chain link gate in the backyard**

This item will be completed on or before 7-15-05

- d. **Remove/repair the sharp metal sheeting in the backyard.**

This item will be completed on or before 7-15-05

- e. **Replace missing light bulbs in the vanity fixtures of the bathrooms and ensure they are in good working order.**

This item was completed immediately. The Facility Manager will inspect site daily.

- f. **Replace the vertical slats on the window blinds in bedroom**

This item will be completed on or before 7-15-05

- g. **Repair the burners on the kitchen stove**

This item will be completed on or before 7-15-05

- h. **Replace the over door handle**

This item will be completed on or before 7-15-05

- i. **Clean the kitchen drawers and replace the liners.**

This item will be replaced on or before 7-15-05

The Facility Manager and/or Site Administrator submit all repair requests to the Program Director. The Program Director schedules repairs in order of need and severity with the agency Maintenance staff. The Site Administrators are responsible to follow-up on all repairs and immediately report any damage that is a safety issue.

**SECTION II.
PROGRAM SERVICES**

2. CAOF Management will

- a. Ensure that placed children meet the Group Home's population criteria as outlined in the Program Statement.**

The agency Intake Coordinator has been trained to screen out referral for clients who do not meet the population criteria as outlined in the program statement.

- b. Develop and update NSPs with input from the child and placement workers**
The Needs and Service Plan format has been updated to include comprehensive time limited and measurable goals including input from the client and the county representative. The format reflects the clients' progress toward the clients' goal(s).

- c. Create comprehensive Needs and Services Plans that include specific, measurable, and attainable goals.**

The Needs and Service Plan format has been updated to include comprehensive time limited and measurable goals including input from the client and the county representative. The format reflects the clients' progress toward the clients' goal(s).

The Clinical Director oversees all Case Managers, reviews for accuracy and signs all forms with regard to the Needs and Services Plans.

**SECTION VII
CLOTHING AND ALLOWANCE**

3. CAOF Management

- a. Provide each child with sufficient clothes to meet DCFS clothing standards for quantity**

Residents receive \$150.00 for clothing needs quarterly. Residents are supervised during their shopping in order that items purchased are within the guidelines of current regulations as well as the residents' requests. All Inventory Forms are submitted to the CAOF Main Office once per month and are reviewed at each Resident File Audit (13 week rotation).

- b. Provide children with the required minimum base allowance**

All Facility Managers have been informed and updated on the new minimum allowance amount. In addition, a memo has been issued reflecting the revised minimum allowance amount.

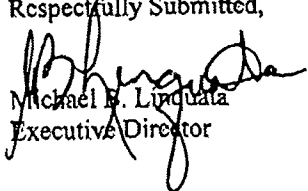
- c. Encourage and assist all children with maintaining a Lifebook/photo album**

Case Managers conduct a monthly group that is solely for the purpose of Lifebooks. Facility Managers are instructed on the importance of encouraging clients' to use their Lifebooks to keep mementos and important memorabilia and documents.

The Facility Manager is responsible for the daily care of all residents including overseeing the clothing orders, allowances and Lifebooks. The Case Managers, under the direction of the Clinical Director, hold group sessions one time per month dedicated to creating and updating Lifebooks

If you have any further questions, please do not hesitate to call.

Respectfully Submitted,


Michael B. Linguata
Executive Director



TERRY HOUSE

June 24, 2005

Carla Carr, Group Home Ombudsman
Department of Auditor-Controller
500 West Temple Street, Room 515-A
Los Angeles, CA 90012

Re: CAPs – Harvey and Terry

As stated in our telcon with Mr. Luther, the following is a response to the addendums sent to your attention.

Terry:

Backyard Wall:

The owner does not have a written report of safety for the wall in question. He has stated that he will submit a letter stating that the wall was inspected and found to be safe. We expect the letter to be in our possession no later than July 5, 2005. We will forward to your attention upon receipt.

Computers:

As stated in our addendum, all computers are supplied through the LAUSD Neglected and Delinquent program. Residents stole several of our computers and replacements have been requested. Unfortunately, the LAUSD program is unable to give us a timeline for a replacement. Computers are sent as this program acquires them. CAOF will continue to contact the program for this request and keep you apprised of our status.

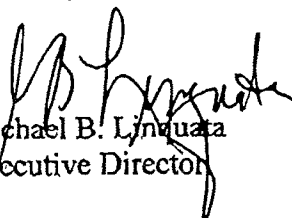
~~_____~~

Oven handles and control knob

The handle and control knob have been replaced.

We respectfully submit the above addendums to our CAPs and as two of the items listed are outside of our immediate control, we request that these addendums be accepted/approved. We will monitor these items for a timely resolution.

Sincerely,


Michael B. Linguata
Executive Director

Addendum Section I-1.a, 1.k



May 31, 2005

Carla Carr, Group Home Ombudsman
Department of Auditor-Controller, Ombudsman
500 West Temple Street, Room 515-A
Los Angeles, CA 90012

Re: Corrective Action Plan/Terry

The following will address the Corrective Action Plan for the above captioned site as stated in your letter dated May 18, 2005

SECTION I

FACILITY AND ENVIRONMENT

1. CAOF Management will

- a. Secure the wall in the backyard to ensure stability and safety of the children and pedestrians.**

The landlord has notified us that this item was inspected and found to be safe. We have requested this information in writing and will forward to your attention upon receipt.

- b. Replace the missing glass section of the oven door and the missing handle**

This item will be completed on or before 7-15-05

- c. Replace the missing grate on the kitchen stove**

This item will be completed on or before 7-15-05

- d. Repair the dishwasher**

This item will be completed on or before 7-15-05

- e. Clean the mildew from the rim and corners of the bathtub and re-caulk the area**

This item will be completed on or before 7-15-05

- f. Repair and refinish the damaged wall behind the toilet in the main bathroom**

This item will be completed on or before 7-15-05

- g. Replace the missing toilet paper roller**

This item will be completed on or before 7-15-05

- h. Replace the broken pole lamp in bedroom one with sufficient lighting**

This item will be completed on or before 7-15-05

- i. Replace the broken nightstand in bedroom two**

This item will be completed on or before 7-15-05

- j. Replace the damaged mattress in bedroom two**

This item will be completed on or before 7-15-05

- k. Provide the children with access to a readily available computer with a variety of programs.**

Computers are supplied through the LAUSD Neglected and Delinquent program. We have contact the program to secure a replacement computer with age appropriate programs for this site.

The Facility Manager and/or Site Administrator submit all repair requests to the Program Director. The Program Director schedules repairs in order of need and severity with the agency Maintenance staff. The Site Administrators are responsible to follow-up on all repairs and immediately report any damage that is a safety issue. For items that relate to the residents' school, recreation and/or enrichment, the Facility Manager contacts the Youth Enrichment Services Director.

**SECTION II,
PROGRAM SERVICES**

2. CAOF Management to create Needs and Services Plans that are comprehensive and include specific, measurable and attainable goals.

The Needs and Service Plan format has been updated to include comprehensive time limited and measurable goals including input from the client and the county representative. The format reflects the clients' progress toward the clients' goal(s).

The Clinical Director oversees all Case Managers, reviews for accuracy and signs all forms with regard to the Needs and Services Plans.

**SECTION V
PSYCHOTROPIC MEDICATION**

3. CAOF management to obtain and maintain current court authorizations for all children receiving psychotropic medications.

This agency routinely maintains medication reviews by the prescribing psychiatrist and as policy, submits requests for psychotropic medication authorizations in a timely manner. However, there are several cases in which, upon admission, DCFS has failed to provide the clients' current psychotropic medication authorization and clients' psychiatrist's notes and reviews. The Probation Department routinely fails to provide the clients' psychotropic medication authorization or psychiatric history.

CLOTHING AND ALLOWANCE

4. CAOF Management

a. Provide each child with sufficient clothes to meet DCFS clothing standards for quantity

Residents receive \$150.00 for clothing needs quarterly. Residents are supervised during their shopping in order that items purchased are within the guidelines of current regulations as well as the residents' requests. All Inventory Forms are submitted to the CAOF Main Office once per month and are reviewed at each Resident File Audit (13 week rotation).

b. Provide children with the required minimum base allowance

All Facility Managers have been informed and updated on the new minimum allowance amount. In addition, a memo has been issued reflecting the revised minimum allowance amount.

c. Encourage and assist all children with maintaining a Lifebook/photo album

Case Managers conduct a monthly group that is solely for the purpose of Lifebooks. Facility Managers are instructed on the importance of encouraging clients' to use their Lifebooks to keep mementos and important memorabilia and documents.

The Facility Manager is responsible for the daily care of all residents including overseeing the clothing orders, allowances and Lifebooks. The Case Managers, under the direction of the Clinical Director, hold group sessions one time per month dedicated to creating and updating Lifebooks

Subj: **Letter**
Date: 6/28/2005 2:07:08 PM Pacific Daylight Time
From: SandyCAOF
To: ccarr@auditor.co.la.ca.us

Attached please find a copy of the letter faxed to us from the agent of the property (Terry) on Ballinger.

Please let us know if this is sufficient for our CAP.

Thank you
Sandy Harris, Office Manager
Children Are Our Future

Frank Hung

TERRY ON BALLINGER

Canoga Park, CA 91306
June 24, 2005

Mr. Michael Linquata
Children are our future

Canoga Park, CA 91306

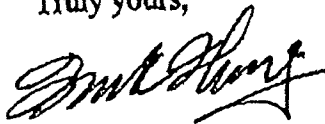
RE: Property @ 19646 Ballinger Street, Northridge, CA 91324

Dear Mr. Linquata:

With regard to your inquiries into the leaning iron fence above the block wall on the side yard along Corbin Ave. I have had the wall inspected and it was found to be safe and is not in danger of falling. This claim has been challenged by record rain fall we had in this season, nothing happened to the wall. In addition to rib bars inside cement blocks when original wall was built, there are 13 reinforced 18"x18"x5' columns were installed inside the original block wall. Then 8" wide by 12' long with 2" steel pipe panels were installed between reinforced columns to sustain pressure from the back soil. The original block wall also bolted to each reinforced column for extra insurance. I am submitting this letter as proof this wall is sound & safe.

If you have further questions or concerns feel free to call me.

Truly yours,



Frank Hung
Property owner