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November 8, 2007

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

FROM:

J. Tyler McCauley
Auditor-Controller

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT - THE SHERMAN
GROUP, INCORPORATED – ALMOND, CHRISTMAS TREE, GUYMON
COMMUNITY, HERMOSA, KINGSLAND, KUDOS, SUNKIST, TALI,
WENDY'S AND 17TH STREET YOUTH CARE CENTER GROUP HOMES**

We have completed a review of Almond, Christmas Tree, Guymon Community, Hermosa, Kingsland, Kudos, Sunkist, Tali, Wendy's and 17th Street Youth Care Center Group Homes (Group Home or Agency) operated by The Sherman Group, Incorporated. Each Group Home contracts with the Department of Children and Family Services (DCFS) and the Probation Department (Probation).

Almond, Christmas Tree, Guymon Community, Kingsland, Kudos, Sunkist, Tali and 17th Street Youth Care Center Group Homes are each six-bed facilities, which provide care for boys ages 12-17 years who exhibit behavioral, social and emotional difficulties. At the time of the monitoring visit, Almond Group Home was providing services for three Probation children. Christmas Tree Youth Care Center Group Home was not providing services for any Los Angeles County children. Guymon Community and Kudos Youth Care Center Group Homes were each providing services for four Probation children. Kingsland and Sunkist Youth Care Center Group Homes were each providing services for two Probation children and four Kern County children. Tali and 17th Street Youth Care Center Group Homes were each providing services for six Probation children.

Hermosa and Wendy's Youth Care Center Group Home are each six-bed facilities, which provide care for girls ages 12-17 years who exhibit behavioral, social and

emotional difficulties. At the time of the monitoring visit, Hermosa Youth Care Center Group Home was providing services for five Probation children. Wendy's Youth Care Center was providing services for three Probation children and one Kern County child.

Almond, Guymon Community, Hermosa, Kudos, Tali and 17th Street Youth Care Center Group Homes are located in the Fifth District.

Christmas Tree, Kingsland, Sunkist and Wendy's Youth Care Center Group Homes are located in Kern County.

Scope of Review

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

Christmas Tree Youth Care Center Group Home does not have any facility and environment or safety deficiencies noted. A corrective action plan for this home is not necessary at this time.

The other nine group Homes are generally providing the services as outlined in their Program Statement. The Agency needs to address several deficient areas. The following are examples of deficient areas that need to be addressed by one or more of the Group Homes.

- Make repairs and clean the inside and outside of the Group Homes as needed.
- Ensure that all beds have a full complement of linens.
- Maintain a sufficient amount of perishable foods.
- Maintain current Needs and Services Plans and develop and implement comprehensive Needs and Services Plans with input from the treatment team and the child.
- Maintain a sufficient supply of age-appropriate reading materials.
- Provide children with sufficient educational resources and support.
- Provide children with sufficient recreational activities, opportunities to participate in planning activities and inform all children of their ability to participate in extra-curricular activities.
- Maintain current court authorizations for children taking psychotropic medications, maintain documentation to show that children taking psychotropic

medications are routinely seen by the prescribing psychiatrist and properly maintain medication distribution logs.

- Ensure all children are aware of the Group Home's policies and procedures.
- Provide children with sufficient quantities of clothes.
- Provide all children with the required minimum weekly allowance.
- Encourage and assist children in creating and maintaining photo albums/life books.

Attached is a detailed report of the review.

Review of Report

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

If you have any questions, please contact me or have your staff contact Don Chadwick at (626) 293-1102.

JTM:DC:CC:dl

Attachments

- c: William T Fujioka, Chief Executive Officer
Patricia S. Ploehn, Director, DCFS
Susan Kerr, Chief Deputy Director, DCFS
Robert B. Taylor, Chief Probation Officer
Willie R. Sherman, Executive Director, The Sherman Group, Incorporated
Public Information Office
Audit Committee

**The Sherman Group, Incorporated
Almond Youth Care Center Group Home
Palmdale, California 93551
License Number: 197602747
Rate Classification Level: 12**

I. Facility and Environment

Method of assessment – Observation

Comments:

Almond Youth Care Center Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean and adequately landscaped.

The interior of the Group Home is well maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment.

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

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

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

Recommendation

There are no recommendations for this section.

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size: 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 Needs and Services Plans (NSPs) are current and are developed with input from the child. However, the NSPs do not include long term goals and one child's NSPs is not developed or implemented by all members of the treatment team.

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

Recommendations

1. The Sherman Group management:

- a. **Develop comprehensive Needs and Services Plans that include long term goals.**
- b. **Include the treatment team in the development and implementation of the Needs and Services Plans for all children.**

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size: 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.

Recommendation

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

The Group Home does not provide children with sufficient recreational activities and leisure time. Children report that they are not provided with opportunities to participate in planning activities. One child reports that he is not aware of his ability to participate in extra-curricular, enrichment and social activities in which he has an interest.

The Group Home provides transportation to and from the activities.

Recommendations

2. The Sherman Group management:

- a. Provide children with additional recreational activities and leisure time.**
- b. Provide children with opportunities to participate in planning activities.**
- c. Inform all children of their ability to participate in extra-curricular activities.**

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

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

Children are aware of their right to refuse medication.

Recommendation

There are no recommendations for this section.

VI. Personal Rights

Method of assessment – Interviews with children

Sample size: 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 the 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 make and receive personal telephone calls, send and receive unopened mail and have private visitors. Children 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.

Recommendation

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

The Group Home provides appropriate clothing, items of necessity and the required \$50 monthly clothing allowance to children. Children are provided with opportunities to select their own clothes. Clothing provided to children is of good quality. However, children do not have sufficient quantities of clothes. One child needs shirts, pants, undershirts and sweaters or sweatshirts. The other child is in need of slippers.

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

The Group Home provides children with adequate personal care items. However, children report that they are not encouraged or assisted in creating and maintaining photo albums/life books.

Recommendations

3. The Sherman Group management:

- a. **Provide children with additional clothing items as needed.**
- b. **Encourage and assist children in creating and maintaining photo albums/life books.**

**The Sherman Group, Incorporated
Christmas Tree Youth Care Center
Bakersfield, California 93305
License Number: 157200916
Rate Classification Level: 12**

I. Facility and Environment

Method of assessment – Observation

Comments:

Christmas Tree Youth Care Center Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean and adequately landscaped.

The interior of the Group Home is well maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment.

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

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

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

Recommendation

There are no recommendations for this section.

**The Sherman Group, Incorporated
Guymon Community Youth Care Center Group Home
Lancaster, California 93535
License Number: 197605654
Rate Classification Level: 12**

I. Facility and Environment

Method of assessment – Observation

Comments:

Guymon Community Youth Care Center Group Home is located in a residential community. Generally, the exterior of the Group Home is well maintained. The front and back yards are clean and adequately landscaped. However, a section of the driveway is damaged.

Overall, the interior of the Group Home is well maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment. However, the center rear burner on the stove does not work.

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. However, the weight machine is broken and the free weights are not secured when not in use. There are also board games, a TV, a DVD player and a computer with a variety of programs. However, there is not a sufficient supply of age-appropriate books and resource materials in the Group Home.

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

Recommendations

- 1. The Sherman Group management:**
 - a. Repair the driveway.**
 - b. Repair the stove.**

- c. **Repair or replace the weight machine and secure the free weights when not in use.**
- d. **Maintain a sufficient supply of age-appropriate books and resource materials.**

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size: 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 Needs and Services Plans (NSPs) are current and are developed with input from the child. However, the NSPs are not developed or implemented by all members of the treatment team and do not include long term goals.

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

Recommendations

2. The Sherman Group management:

- a. **Include the treatment team in the development and implementation of the Needs and Services Plans.**
- b. **Develop comprehensive Needs and Services Plans that include long term goals.**

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

Children are attending school. One child is provided with educational support and resources to meet his educational needs and is progressing satisfactorily in school. However, the other child is not progressing satisfactorily in school and is failing all of his

classes. 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.

Recommendation

- 3. The Sherman Group management provide additional educational resources and support including tutoring services to ensure that all children are progressing satisfactorily in school.**

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

The Group Home provides children with sufficient recreational activities and leisure time. However, children report that they are not provided with opportunities to participate in planning activities. One child reports that he is not aware of his ability to participate in extra-curricular, enrichment and social activities in which he has an interest.

The Group Home provides transportation to and from the activities.

Recommendations

- 4. The Sherman Group management:**
 - a. Provide children with opportunities to participate in planning activities.**
 - b. Inform all children of their ability to participate in extra-curricular activities.**

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

The Group Home does not maintain a current court authorization for the one child taking psychotropic medication. There is no documentation to confirm that the child taking psychotropic medication is routinely seen by the prescribing psychiatrist.

Children are informed about their psychotropic medication and are aware of their right to refuse medication. Medication distribution logs are properly maintained.

Recommendations

5. The Sherman Group management:

- a. **Maintain a current court authorization for the child taking psychotropic medication.**
- b. **Maintain documentation to show that the child taking psychotropic medication is routinely seen by the prescribing psychiatrist.**

VI. Personal Rights

Method of assessment – Interviews with children

Sample size: 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 the 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 make and receive personal telephone calls, send and receive unopened mail and have private visitors. Children 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.

Recommendation

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

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

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

The Group Home provides children with adequate personal care items. However, children report that they are not encouraged or assisted in creating or maintaining photo albums/life books.

Recommendation

- 6. The Sherman Group management encourage and assist children in creating and maintaining photo albums/life books.**

**The Sherman Group, Incorporated
Hermosa Youth Care Center Group Home
Palmdale, California 93551
License Number: 197602490
Rate Classification Level: 12**

I. Facility and Environment

Method of assessment – Observation

Comments:

Hermosa Youth Care Center 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.

Overall, the interior of the Group Home is well maintained. The common quarters are neat. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment. However, the microwave oven is damaged and stained and there is mildew in the children's bathtub.

Generally, 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. However, the light switch on the ceiling fan is broken in bedroom two. Window coverings and window screens are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate.

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

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

Recommendations

- 1. The Sherman Group management:**
 - a. Repair or remove the over-the-range microwave.**
 - b. Clean the bathtub.**
 - c. Repair the light switch.**

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size: 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 Needs and Services Plans (NSPs) are current and are developed with input from the child. However, the NSPs are not developed or implemented by all members of the treatment team and do not include long term goals.

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

Recommendations

2. The Sherman Group management:

- a. Include the treatment team in the development and implementation of the Needs and Services Plans.**
- b. Develop comprehensive Needs and Services Plans that include long term goals.**

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size: 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.

Recommendation

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

The Group Home provides children with sufficient recreational activities and leisure time. Children are provided with opportunities to participate in planning activities. However, one child reports that she is not aware of her ability to participate in extra-curricular, enrichment and social activities in which she has an interest.

The Group Home provides transportation to and from the activities.

Recommendation

- 3. The Sherman Group management inform all children of their ability to participate in extra-curricular activities.**

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

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

Children are aware of their right to refuse medication.

Recommendation

There are no recommendations for this section.

VI. Personal Rights

Method of assessment – Interviews with children

Sample size: 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 the 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 make and receive personal telephone calls, send and receive unopened mail and have private visitors. Children 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.

Recommendation

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

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

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

The Group Home provides children with adequate personal care items. One child is encouraged and assisted in creating and maintaining a photo album/life book. However, the other child reports that she has never been offered a photo album/life book.

Recommendation

- 4. The Sherman Group management encourage and assist all children in creating and maintaining photo albums/life books.**

**The Sherman Group, Incorporated
Kingsland Youth Care Center
Bakersfield, California 9330
License Number: 157201362
Rate Classification Level: 12**

I. Facility and Environment

Method of assessment – Observation

Comments:

Kingsland Youth Care Center Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean and adequately landscaped.

The interior of the Group Home is well maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment.

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

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

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

Recommendation

There are no recommendations for this section.

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size: 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 Needs and Services Plans (NSPs) are current and input from the treatment team and child is included in the development and implementation of the NSPs for one child. Additionally, NSPs do not include long term goals.

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

Recommendations**1. The Sherman Group management:**

- a. Maintain current Needs and Services Plans for all children.**
- b. Include the treatment team and input from the child in the development and implementation of all Needs and Services Plans.**
- c. Develop comprehensive Needs and Services Plans that include long term goals.**

III. Educational and Emancipation Services**Method of assessment – Review of relevant documents and interviews**

Sample size: 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.

Recommendation

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

The Group Home provides children with sufficient recreational activities and leisure time. Children are provided with opportunities to participate in planning activities. Children also participate in extra-curricular, enrichment and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

Recommendation

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

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

Children are aware of their right to refuse medication.

Recommendation

There are no recommendations for this section.

VI. Personal Rights

Method of assessment – Interviews with children

Sample size: 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 the 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 make and receive personal telephone calls, send and receive unopened mail and have private visitors. Children 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.

Recommendation

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

The Group Home provides appropriate clothing, items of necessity and the required \$50 monthly clothing allowance to children. Children are provided with opportunities to select their own clothes. Clothing provided to children is of good quality. One child has a sufficient quantity of clothes. However, the other child is in need of undershirts.

Children spend their allowances as they choose. However, children are not provided with the required minimum weekly allowance.

The Group Home provides children with adequate personal care items. Children are also encouraged and assisted in creating and maintaining photo albums/life books.

Recommendation

2. The Sherman Group management:

- a. Provide all children with additional clothing items as needed.**
- b. Provide children with the required minimum weekly allowance.**

**The Sherman Group, Incorporated
Kudos Youth Care Center Group Home
Lancaster, California 93535
License Number: 197606011
Rate Classification Level: 12**

I. Facility and Environment

Method of assessment – Observation

Comments:

Kudos Youth Care Center Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean and adequately landscaped.

The interior of the Group Home is well maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment.

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

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

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

Recommendation

There are no recommendations for this section.

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size: 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 Needs and Services Plans (NSPs) are current and are developed with input from the child. However, the NSPs are not developed or implemented by all members of the treatment team and do not include long term goals.

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

Recommendations

1. The Sherman Group management:

- a. Include all members of the treatment team in the development and implementation of the Needs and Services Plans.**
- b. Develop comprehensive Needs and Services Plans that include long term goals.**

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

Children are attending school. One child is provided with educational support and resources to meet his educational needs and is progressing satisfactorily in school. However, the other child is not progressing satisfactorily in school and is failing all of his classes.

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.

Recommendation

- 2. The Sherman Group management provide additional educational resources and support including tutoring services to ensure all children are progressing satisfactorily in school.**

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

The Group Home provides children with sufficient recreational activities and leisure time. Children are provided with opportunities to participate in planning activities. However, one child reports that he is not aware of his ability to participate in extra-curricular, enrichment and social activities in which he has an interest.

The Group Home provides transportation to and from the activities.

Recommendation

- 3. The Sherman Group management inform all children of their ability to participate in extra-curricular activities.**

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

The Group Home does not maintain current court authorizations for all children taking psychotropic medications. Documentation confirms that one child is routinely seen by the prescribing psychiatrist. However, there is no documentation to confirm that the other child taking psychotropic medication is routinely seen by the prescribing psychiatrist.

Children are informed about their psychotropic medication and are aware of their right to refuse medication. Medication distribution logs are properly maintained.

Recommendations

- 4. The Sherman Group management:**
 - a. Maintain current court authorizations for all children taking psychotropic medications.**
 - b. Maintain documentation to show that all children taking psychotropic medications are routinely seen by the prescribing psychiatrist.**

VI. Personal Rights

Method of assessment – Interviews with children

Sample size: 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 the 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 make and receive personal telephone calls, send and receive unopened mail and have private visitors. Children 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.

Recommendation

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

The Group Home provides appropriate clothing, items of necessity and the required \$50 monthly clothing allowance to children. Children are provided with opportunities to select their own clothes. Clothing provided to children is of good quality. One child has a sufficient quantity of clothing. However, the other child needs shirts, undershirts and underwear.

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

The Group Home provides children with adequate personal care items. One child is encouraged and assisted in creating and maintaining a photo album/life book. However, the other child reports that he has never been offered a photo album/life book.

Recommendations

5. The Sherman Group management:

- a. Provide all children with additional clothing items as needed.**
- b. Encourage and assist all children in creating and maintaining photo albums/life books.**

**The Sherman Group, Incorporated
Sunkist Youth Care Center
Bakersfield, California 93306
License Number: 157200167
Rate Classification Level: 12**

I. Facility and Environment

Method of assessment – Observation

Comments:

Sunkist Youth Care Center Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean and adequately landscaped.

The interior of the Group Home is well maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment.

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

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

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

Recommendation

There are no recommendations for this section.

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size: 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 Needs and Services Plans (NSPs) are current and input from the child is included in the development and implementation of the NSPs for one child. Additionally, NSPs are not developed or implemented by the treatment team and do not include long term goals.

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

Recommendations

1. The Sherman Group management:

- a. **Maintain current Needs and Services Plans for all children.**
- b. **Include the treatment team and input from the child in the development and implementation of all Needs and Services Plans.**
- b. **Develop comprehensive Needs and Services Plans that include long term goals.**

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size: 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.

Recommendation

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

The Group Home provides children with sufficient recreational activities and leisure time. Children are provided with opportunities to participate in planning activities. Children also participate in extra-curricular, enrichment and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

Recommendation

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

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

Children are aware of their right to refuse medication.

Recommendation

There are no recommendations for this section.

VI. Personal Rights

Method of assessment – Interviews with children

Sample size: 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 the 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 make and receive personal telephone calls, send and receive unopened mail and have private visitors. Children 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.

Recommendation

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

The Group Home provides appropriate clothing, items of necessity and the required \$50 monthly clothing allowance to children. Children are provided with opportunities to select their own clothes. Clothing provided to children is of good quality. However, children do not have a sufficient quantity of clothes. One child needs shirts, pants, undershirts, underwear and sweaters or sweatshirts. The other child is in need of a coat.

Children spend their allowances as they choose. However, children are not provided with the required minimum weekly allowance.

The Group Home provides children with adequate personal care items. Children are also encouraged and assisted in creating and maintaining photo albums/life books.

Recommendations

2. The Sherman Group management:

- a. Provide children with additional clothing items as needed.**
- b. Provide children with the required minimum weekly allowance.**

**The Sherman Group, Incorporated
Tali Youth Care Center Group Home
Lancaster, California 93535
License Number: 197605433
Rate Classification Level: 12**

I. Facility and Environment

Method of assessment – Observation

Comments:

Tali Youth Care Center 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.

Overall, the interior of the Group Home is well maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment. However, there is a large hole in the hallway wall.

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 non perishable foods. However, there is not a sufficient supply of fresh fruits.

Recommendations

- 1. The Sherman Group management:**
 - a. Repair the hallway wall.**
 - b. Maintain a sufficient amount of fresh fruits.**

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size: 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 Needs and Services Plans (NSPs) are current and are developed with input from the child. However, the NSPs are not developed or implemented by all members of the treatment team and do not include long term goals.

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

Recommendations

2. The Sherman Group management:

- a. Include all members of the treatment team in the development and implementation of the Needs and Services Plans.**
- b. Develop comprehensive Needs and Services Plans that include long term goals.**

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size: 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.

Recommendation

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

The Group Home provides children with sufficient recreational activities and leisure time. Children are provided with opportunities to participate in planning activities. Children also participate in extra-curricular, enrichment and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

Recommendation

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

The Group Home maintains a current court authorization for the one child taking psychotropic medication. However, there is no documentation to confirm that the child taking psychotropic medication is routinely seen by the prescribing psychiatrist.

The child is informed about his psychotropic medication and children are aware of their right to refuse medication. However, prescribed medications are not properly documented in the medication distribution logs.

Recommendations

3. The Sherman Group management:

- a. Maintain documentation to show that the child taking psychotropic medication is routinely seen by the prescribing psychiatrist.**
- b. Properly maintain medication distribution logs.**

VI. Personal Rights

Method of assessment – Interviews with children

Sample size: 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 the 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 make and receive personal telephone calls, send and receive unopened mail and have private visitors. Children 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.

Recommendation

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

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

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

The Group Home provides children with adequate personal care items. However, children report that they are not encouraged or assisted in creating or maintaining photo albums/life books.

Recommendation

- 4. The Sherman Group management encourage and assist children in creating and maintaining photo albums/life books.**

**The Sherman Group, Incorporated
Wendy's Youth Care Center
Bakersfield, California 93306
License Number: 157200489
Rate Classification Level: 12**

I. Facility and Environment

Method of assessment – Observation

Comments:

Wendy's Youth Care Center Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean and adequately landscaped.

The interior of the Group Home is well maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment.

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

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

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

Recommendation

There are no recommendations for this section.

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size: 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. However, the NSPs do not include long term goals.

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

Recommendation

1. The Sherman Group management develop comprehensive Needs and Services Plans that include long term goals.

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size: 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.

Recommendation

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

The Group Home provides children with sufficient recreational activities and leisure time. Children also participate in extra-curricular, enrichment and social activities in which they have an interest. However, children report that they are not provided with opportunities to participate in planning activities.

The Group Home provides transportation to and from the activities.

Recommendation

- 2. The Sherman Group management provide children with opportunities to participate in planning activities.**

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

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

Children are aware of their right to refuse medication.

Recommendation

There are no recommendations for this section.

VI. Personal Rights

Method of assessment – Interviews with children

Sample size: Two

Comments:

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 the staff treats them with respect and dignity. However, one child reports that she was not informed about the Group Home's policies and procedures

Children report that they are assigned chores that are reasonable and not too demanding. Children are allowed to make and receive personal telephone calls, send and receive unopened mail and have private visitors. Children 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.

Recommendation

- 3. The Sherman Group management inform all children of the Group Home's policies and procedures.**

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

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

Children spend their allowances as they choose. However, children are not provided with the required minimum weekly allowance.

The Group Home provides children with adequate personal care items. Children are also encouraged and assisted in creating and maintaining photo albums/life books.

Recommendation

- 4. The Sherman Group management provide children with the required minimum weekly allowance.**

**The Sherman Group, Incorporated
17th Street Youth Care Center Group Home
Lancaster, California 93535
License Number: 197605998
Rate Classification Level: 12**

I. Facility and Environment

Method of assessment – Observation

Comments:

17th Street Youth Care Center Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean and adequately landscaped.

The interior of the Group Home is well maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment.

Overall, 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 most beds have a full complement of linens. However, one bed in bedroom two is missing a mattress pad. Children's sleeping arrangements are appropriate.

The Group Home maintains age-appropriate and accessible recreational equipment. There are also board games, a TV, a DVD player and a computer with a variety of programs. However, there is not a sufficient supply of age-appropriate books and resources materials in the Group Home.

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

Recommendations

- 1. The Sherman Group management:**
 - a. Maintain a mattress pad on all beds.**
 - b. Maintain a sufficient supply of age-appropriate books and resource materials.**

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size: 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 Needs and Services Plans (NSPs) are current and are developed with input from the child. However, the NSPs are not developed or implemented by all members of the treatment team and do not include long term goals.

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

Recommendations

2. The Sherman Group management:

- a. Include all members of the treatment team in the development and implementation of the Needs and Services Plans.**
- b. Develop comprehensive Needs and Services Plans that include long term goals.**

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size: 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.

Recommendation

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

The Group Home provides children with sufficient recreational activities and leisure time. Children are provided with opportunities to participate in planning activities. Children also participate in extra-curricular, enrichment and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

Recommendation

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

The Group Home does not maintain current court authorizations for all children taking psychotropic medications. There is no documentation to confirm that two of children taking psychotropic medications are routinely seen by the prescribing psychiatrist.

Children are informed about their psychotropic medication and are aware of their right to refuse medication. Medication distribution logs are properly maintained.

Recommendations

3. The Sherman Group management:

- a. Maintain current court authorizations for all children taking psychotropic medications.**
- b. Maintain documentation to show that all children taking psychotropic medications are routinely seen by the prescribing psychiatrist.**

VI. Personal Rights

Method of assessment – Interviews with children

Sample size: 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 the 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 make and receive personal telephone calls, send and receive unopened mail and have private visitors. Children 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.

Recommendation

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

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

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

The Group Home provides children with adequate personal care items. However, children report that they are not encouraged or assisted in creating or maintaining photo albums/life books.

Recommendation

- 4. The Sherman Group management encourage and assist children in creating and maintaining photo albums/life books.**



"Serving the needs of children"

THE SHERMAN GROUP, INC.

Palmdale/Lancaster Region

A Non-profit Public Benefit Corporation

6354 Hermosa Court – Palmdale, CA 93551 – (661) 943-2734 – Fax (661) 943-8138

September 25, 2007

TO: Candace Rhue, Supervisor of the Group Home Audits Unit
Department of Auditor-Controller, Ombudsman

FROM: Kendra Landers - Regional Director
The Sherman Group, Inc.

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT – C.A.P.**

On July 10, 2007, I received your "Draft Program Audit Report" regarding the audit of The Sherman Group, Inc., Almond, Hermosa, Kudos, Tali, Guymon, and 17th Street East Youth Care Centers.

The following is a listing of your Findings and our Plan of Correction for each:

Almond Youth Care Center
41540 Almond Ave
Palmdale, CA 93551
License # 197602748

Program Services – Recommendations:

- 1) **Develop comprehensive Needs and Services Plans that include long term goals. - Implemented**

All Counselors/Social Workers have been trained regarding the development of measurable goals that address both short term and long term needs of the youth when writing residents Needs & Services Plans.

Person responsible for implementing the corrective action and quality assurance: Cobie Nash – Site Social Worker will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

- 2) Include the treatment team in the development and implementation of the Needs and Services Plan for all youth. - Implemented**

All Counselors/Social Workers have been trained and instructed to include all members of the treatment team in the planning and development of the Needs and Services Plans.

Person responsible for implementing the corrective action and quality assurance: Cobie Nash – Site Social Worker will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

Recreation and Activities - Recommendations:

- 1) Provide youth with sufficient on and off grounds recreational activities and leisure time. – Implemented**

As of June 1, 2007 youth are offered a minimum of one hour of physical activity daily as well as weekly trips to parks, movies or other off grounds recreational activities.

Person responsible for implementing the corrective action and quality assurance: Reginald Love, Site Supervisor, will be responsible for implementation and monitoring to ensure that the corrective action remains implemented and is working as intended.

- 2) Provide children with opportunities to participate in planning activities. – Implemented**

As of June 1, 2007 weekly groups are held with the youth and they are encouraged to make suggestions about the types of activities they would like to participate in at this time. These activities are then incorporated into the monthly activity schedule.

Person responsible for implementing the corrective action and quality assurance: Reginald Love, Site Supervisor, will be responsible for implementation and monitoring to ensure that the corrective action remains implemented and is working as intended.

- 3) Inform all children of their ability to participate in extra-curricular activities. – Implemented**

During the intake process all residents are informed of their ability to participate in extra-curricular activities. The youth are also provided with a copy of their personal rights which states this fact in writing.

Person responsible for implementing the corrective action and quality assurance: Reginald Love, Site Supervisor, will be responsible for implementation and monitoring to ensure that the corrective action remains implemented and is working as intended.

Clothing and Allowance - Recommendations:

- 1) **Provide each child with sufficient clothes to meet clothing standards for quantity. - Implemented**

As of August 1, 2007 an inventory of all resident's clothing has been conducted to ensure that all youth have met the required clothing standards for quantity. A monthly clothing inventory will be completed on each resident to continue to ensure compliance in this area.

Person responsible for implementing the corrective action and quality assurance: Reginald Love, Site Supervisor will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

- 2) **Provide each resident with regular opportunities to maintain a life book. - Implemented**

On October 1, 2007 all residents were given a life book in which to maintain. All residents entering the program will receive a life book during their second individual session with their counselor/case manager and will be given regular opportunities, of not less than two times per month, to work on these books.

Person responsible for implementing the corrective action and quality assurance: Cobie Nash - Site Social Worker, will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

Guymon Youth Care Center
44051 90th Street East
Lancaster, CA 93535
License # 197605654

As of June 12, 2007 this facility has been closed and the license has been surrendered.

Hermosa Youth Care Center
6354 Hermosa Court
Palmdale, CA 93551
License # 197602490

Facility and Environment - Recommendations:

- 1) Repair or remove the over-the-range microwave – Implemented**

We have removed the over-the-range microwave and furnished the home with a countertop microwave.

Person responsible for implementing the corrective action – Maintenance Supervisor, David Edmond was responsible for implementing the corrective action. Person responsible for quality assurance: Reginald Love, Site Supervisor will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

2) Clean the bathtub. - Implemented

The bathtub has been cleaned.

Person responsible for implementing the corrective action and quality assurance: Reginald Love, Site Supervisor will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

3) Repair the light switch. - Implemented

The Light switch has been repaired.

Person responsible for implementing the corrective action: David Edmond, Maintenance Supervisor, was responsible for implementing the corrective action. Person responsible for quality assurance: Reginald Love, Site Supervisor, will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

Program Services - Recommendations:

1) Develop comprehensive Needs and Services Plans that include long term goals. - Implemented

All Counselors/Social Workers have been trained regarding the development of measurable goals that address both short term and long term needs of the youth when writing residents Needs & Services Plans.

Person responsible for implementing the corrective action and quality assurance: Cobie Nash – Site Social Worker will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

2) Include the treatment team in the development and implementation of the Needs and Services Plan for all youth. - Implemented

All Counselors/Social Workers have been trained and instructed to include all members of the treatment team in the planning and development of the Needs and Services Plans.

Person responsible for implementing the corrective action and quality assurance: Cobie Nash – Social Worker will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

Recreation and Activities - Recommendations:

- 1) **Inform residents of their ability to participate in extra-curricular activities. - Implemented**

During the intake process all residents are informed of their ability to participate in extra-curricular activities. The youth are also provided with a copy of their personal rights which states this fact in writing.

Person responsible for implementing the corrective action and quality assurance: Reginald Love, Site Supervisor, will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

Clothing and Allowance - Recommendations:

- 1) **Encourage and assist all children in creating and maintaining photo albums/life books. - Implemented**

On October 1, 2007 all residents were given a life book to maintain. All residents entering the program will receive a life book during their second individual session with their counselor/case manager and will be given regular opportunities, of not less than two times per month, to work on these books.

Person responsible for implementing the corrective action and quality assurance: Cobie Nash – Site Social Worker, will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.



"Serving the needs of children"

THE SHERMAN GROUP, INC.

Sunkist Youth Care

A Non-profit Public Benefit Corporation

6012 Sunkist Court – Bakersfield, CA 93306 – (661) 363-9232 – Fax (661) 363-9023

June 19, 2007

Candace Rhue, Group Home Audit Supervisor
Department of Auditor-Controller
500 West Temple Street, Suite 515-A
Los Angeles CA 90012

Dear Candace Rhue:

SUBJECT: Kingsland Youth Care "Group Home Monitoring Review Field Exit Summary"

We received your "Group Home Monitoring Review Field Exit Summary" dated May 23, 2007 regarding the audit of The Sherman Group, Inc, **Kingsland Youth Care**. The following is a listing of your findings and our Corrective Actions for each:

II Program Services Recommendations

1. The Sherman Group management:

- a. Maintain current Needs and Services Plans for all children.**
- b. Include the treatment team and input from the child in the development and implementation of all Needs and Services Plans.**
- c. Develop comprehensive Needs and Services Plans that include long-term goal.**

Corrective Action:

- a. A tracking form (see attached) has been developed to monitor the updating of Needs and Services Plans. The form includes the date the plan was completed, dates quarterly reviews should be completed and dates the reviews were actually completed. It will be the responsibility of the clinical therapist to complete the form.**
- b. Regularly scheduled On-Site Treatment Meetings will be convened, at least monthly, to ensure that that plans are completed at the designated time. (See attached schedule) These meetings will review current plans and modify them as needed. Probation Officers will be notified of each meeting and encouraged to attend. In addition to the scheduled times, meetings will be convened, as necessary, in order to meet the needs of the wards.**

c. Long term goals, reflecting a time period of 12 months are more, will be reflected on all Needs and Services Plans. The clinical therapist will have responsibility for ensuring compliance.

Persons responsible for implementing the corrective action and quality assurance: Stephani Pierce, Senior Facility Manager, Linda Hoyle, Clinical Therapist, and Ethel Dixon, Assistant Regional Director. All three will be responsible for monitoring and ensuring that the corrective action remains implemented and is working as intended.

VII. Clothing and Allowance Recommendations

2. The Sherman Group management:

- a. Provide all children with additional clothing items as needed.**
- b. Provide children with the required minimum weekly allowance.**

Corrective Action:

a. The additional clothing that was need has been purchased (See copies of receipts attached).

b. All children will be provided with a \$7.00 weekly allowance, regardless of their behavioral level. Clients will be free to manage their allowance as they choose. This money can be used at the client's discretion to buy such things as music CD, make up, participation in a specialized activity over and beyond those offered by the group home, special snacks, etc. Group Home Staff will provide positive reinforcement at the time the allowance is disbursed, lighting the positive behaviors that the client has engaged in. No assertions regarding any negative behaviors that will be made during the distributions of the allowance. Weekly allowance will be appropriately documented on the allowance form. It will be the responsibility of the Group Home Administer to monitor compliance.

Person responsible for implementing the corrective action and quality assurance: Stephani Pierce, Senior Facility Manager and Ethel Dixon, Assistant Regional Director. Both will be responsible for monitoring and ensuring that the corrective action remains implemented and is working as intended.

Sincerely,



Ethel Dixon
Assistant Director

c. Attachments

Kudos Youth Care Center
3336 Kudos Court
Lancaster, CA 93536
License # 197606011

Program Services – Recommendations:

- 1) Develop comprehensive Needs and Services Plans that include long term goals. - Implemented**

All Counselors/Social Workers have been trained regarding the development of measurable goals that address both short term and long term needs of the youth when writing resident's Needs & Services Plans.

Person responsible for implementing the corrective action and quality assurance: Latoya North – Site Counselor/Case Manager will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

- 2) Include the treatment team in the development and implementation of the Needs and Services Plan for all youth. - Implemented**

All Counselors/Social Workers have been trained and instructed to include all members of the treatment team in the planning and development of the Needs and Services Plans.

Person responsible for implementing the corrective action and quality assurance: Latoya North – Site Counselor will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

Educational and Emancipation Services - Recommendations:

- 1) Provide additional educational resources and support including tutoring services to ensure all children are progressing satisfactorily in school. – Ongoing**

Ongoing efforts are being made to advocate for proper school placement and the provision of appropriate educational services to youth placed in this facility. Employees are encouraged to assist youth with the completion of homework. Regular study time has been incorporated into the weekly schedule in the facility.

Person responsible for implementing the corrective action and quality assurance: Vanessa Scaggs, Site Supervisor, will be responsible for

monitoring to ensure that the corrective action remains implemented and is working as intended.

Recreation and Activities – Recommendation:

- 1) Inform all children of their ability to participate in extra-curricular activities. - Implemented**

During the intake process all residents are informed of their ability to participate in extra-curricular activities. The youth are also provided with a copy of their personal rights which states this fact in writing.

Person responsible for implementing the corrective action and quality assurance: Vanessa Scaggs, Site Supervisor, will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

Psychotropic Medication – Recommendations:

- 1) Maintain current court authorizations for all children taking psychotropic medications. – Implemented**

As of July 2007 we have a psychiatrist that comes to our facility to assist us with obtaining the proper authorizations for youth that have been prescribed psychotropic medication. A complete review of all resident files has been conducted and all residents currently on psychotropic medication have a current authorization form. A monthly review of all residents taking psychotropic medications will be conducted to ensure compliance.

Person responsible for implementing the corrective action and quality assurance: Latoya North, Site Counselor/Case Manager, will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

- 2) Maintain documentation of current medication reviews for each resident by the prescribing psychiatrist. - Implemented**

All staff have been trained as to the psychotropic medication policy and procedures, and are aware that upon a resident being prescribed psychotropic medication a copy of the psychiatrists medication review must be filed in the resident's client file. The psychiatrist makes weekly contact with our staff regarding the youth who are on psychotropic medication and he visits the site at least monthly to do a face to face

interview and progress note on the youth receiving medication management services as well as all new intakes.

Person responsible for implementing the corrective action and quality assurance: Cobie Nash, Social Worker will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

Clothing and Allowance – Recommendations:

- 1) Provide all children with additional clothing items as needed. – Implemented**

As of July 1, 2007 an inventory of all resident's clothing has been conducted to ensure that all youth have met the required clothing standards for quantity. As a youth grows out of clothing or there is a loss due to damage these items will be replaced on a monthly basis. A monthly clothing inventory will be completed on each resident to continue to ensure compliance in this area.

Person responsible for implementing the corrective action and quality assurance: Vanessa Scaggs, Site Supervisor, will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

- 2) Encourage and assist all children in creating and maintaining photo albums/life books. – Implemented**

On October 1, 2007 all residents were given a life book to maintain. All residents entering the program will receive a life book during their second individual session with their counselor/case manager and will be given regular opportunities, of not less than two times per month, to work on these books.

Person responsible for implementing the corrective action and quality assurance: Latoya North – Site Counselor/Case Manager, will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.



"Serving the needs of children"

THE SHERMAN GROUP, INC.
Sunkist Youth Care

A Non-profit Public Benefit Corporation
6012 Sunkist Court – Bakersfield, CA 93306 – (661) 363-9232 – Fax (661) 363-9023

June 19, 2007

Candace Rhue, Group Home Audit Supervisor
Department of Auditor-Controller
500 West Temple Street, Suite 515-A
Los Angeles CA 90012

Dear Candace Rhue:

SUBJECT: Sunkist Youth Care "Group Home Monitoring Review Field Exit Summary"

We received your "Group Home Monitoring Review Field Exit Summary" dated May 23, 2007 regarding the audit of The Sherman Group, Inc, **Sunkist Youth Care**. The following is a listing of your findings and our Corrective Actions for each:

II Program Services Recommendations

1. The Sherman Group management:

- a. **Maintain current Needs and Services Plans for all children.**
- b. **Include the treatment team and input from the child in the development and implementation of all Needs and Services Plans.**
- c. **Develop comprehensive Needs and Services Plans that include long-term goal.**

Corrective Action:

- a. A tracking form (see attached) has been developed to monitor the updating of Needs and Services Plans. The form includes the date the plan was completed, dates quarterly reviews should be completed and dates the reviews were actually completed. It will be the responsibility of the clinical therapist to complete the form.
- b. Regularly scheduled On-Site Treatment Meetings will be convened, at least monthly, to ensure that that plans are completed at the designated time. (See attached schedule) These meetings will review current plans and modify them as needed. Probation Officers will be notified of each meeting and encouraged to attend. In addition to the scheduled times, meetings will be convened, as necessary, in order to meet the needs of the wards.

c. Long term goals, reflecting a time period of 12 months or more, will be reflected on all Needs and Services Plans. The clinical therapist will have responsibility for ensuring compliance.

Persons responsible for implementing the corrective action and quality assurance: Stephani Pierce, Senior Facility Manager, Linda Hoyle, Clinical Therapist, and Ethel Dixon, Assistant Regional Director. All three will be responsible for monitoring and ensuring that the corrective action remains implemented and is working as intended.

VII. Clothing and Allowance Recommendations

1. The Sherman Group management:

- a. Provide all children with additional clothing items as needed.**
- b. Provide children with the required minimum weekly allowance.**

Corrective Action:

- a. The additional clothing that was needed has been purchased (See copies of receipts attached).**
- b. All children will be provided with a \$7.00 weekly allowance, regardless of their behavioral level. Clients will be free to manage their allowance as they choose. This money can be used at the client's discretion to buy such things as music CD, make up, participation in a specialized activity over and beyond those offered by the group home, special snacks, etc. Group Home Staff will provide positive reinforcement at the time the allowance is disbursed, lighting the positive behaviors that the client has engaged in. No assertions regarding any negative behaviors that will be made during the distributions of the allowance. Weekly allowance will be appropriately documented on the allowance form. It will be the responsibility of the Group Home Administrator to monitor compliance.**

Person responsible for implementing the corrective action and quality assurance: Iola Guerra, Senior Facility Manager and Ethel Dixon, Assistant Regional Director. Both will be responsible for monitoring and ensuring that the corrective action remains implemented and is working as intended.

Sincerely,



Ethel Dixon
Assistant Director

c. Attachments

Tali Youth Care Center
43453 Tali Street
Lancaster, CA 93535
License # 197605433

Facility and Environment – Recommendation:

1) Repair the hallway wall. – Implemented

On June 2, 2007 the hole in the hallway wall was repaired. Employees have been trained and instructed to complete a work order form in the event of any damage occurring to the facility and or environment so that repairs can be made in a timely manner.

Person responsible for implementing the corrective action and quality assurance: David Edmond, Maintenance Supervisor was responsible for implementing the corrective action. Vanessa Scaggs – Site Supervisor will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

2) Maintain a sufficient amount of fresh fruit. – Implemented

On May 30, 2007 fresh fruit was purchased for the facility. Staff have been trained on how to purchase a sufficient amount of fruit and have been instructed to go to the grocery store two times per week to do so.

Person responsible for implementing the corrective action and quality assurance: Vanessa Scaggs – Site Supervisor will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

Program Services – Recommendations:

1) Develop comprehensive Needs and Services Plans that include long term goals. - Implemented

All Counselors/Social Workers have been trained regarding the development of measurable goals that address both short term and long term needs of the youth when writing resident's Needs & Services Plans.

Person responsible for implementing the corrective action and quality assurance: Latoya North, Site Counselor/Case Manager will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

- 2) Include the treatment team in the development and implementation of the Needs and Services Plan for all youth. - Implemented**

All Counselors/Social Workers have been trained and instructed to include all members of the treatment team in the planning and development of the Needs and Services Plans.

Person responsible for implementing the corrective action and quality assurance: Latoya North - Site Counselor/Case Manager will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

Psychotropic Medication - Recommendations:

- 1) Maintain documentation to show that the child taking psychotropic medication is routinely seen by the prescribing psychiatrist. - Implemented**

All staff have been trained as to the psychotropic medication policy and procedures, and are aware that upon a resident being prescribed psychotropic medication a copy of the psychiatrist's medication review must be filed in the resident's client file. The psychiatrist makes weekly contact with our staff regarding the youth who are on psychotropic medication and he visits the site at least monthly to do a face to face interview and progress note on the youth receiving medication management services as well as all new intakes.

Person responsible for implementing the corrective action and quality assurance: Latoya North, Site Counselor/Case Manager will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

- 2) Properly maintain medication distribution logs. - Implemented**

As of July 1, 2007 all staff have been trained as to the proper way of maintaining medication logs.

Person responsible for implementing the corrective action and quality assurance: Vanessa Scaggs, Site Supervisor, will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

Clothing and Allowance – Recommendations:

- 1) Encourage and assist children in creating and maintaining photo albums/life books. – Implemented**

On October 1, 2007 all residents were given a life book to maintain. All residents entering the program will receive a life book during their second individual session with their counselor/case manager and will be given regular opportunities, of not less than two times per month, to work on these books.

Person responsible for implementing the corrective action and quality assurance: Latoya North – Site Counselor/Case Manager, will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.



"Serving the needs of children"

THE SHERMAN GROUP, INC.

Sunkist Youth Care

A Non-profit Public Benefit Corporation

6012 Sunkist Court – Bakersfield, CA 93306 – (661) 363-9232 – Fax (661) 363-9023

June 19, 2007

Candace Rhue, Group Home Audit Supervisor
Department of Auditor-Controller
500 West Temple Street, Suite 515-A
Los Angeles CA 90012

Dear Candace Rhue:

SUBJECT: Wendy's Youth Care "Group Home Monitoring Review Field Exit Summary"

We received your "Group Home Monitoring Review Field Exit Summary" dated May 23, 2007 regarding the audit of The Sherman Group, Inc, **Wendy's Youth Care**. The following is a listing of your findings and our Corrective Actions for each:

II Program Services Recommendations

1. The Sherman Group management:

- a. Maintain current Needs and Services Plans for all children.**
- b. Include the treatment team and input from the child in the development and implementation of all Needs and Services Plans.**
- c. Develop comprehensive Needs and Services Plans that include long-term goal.**

Corrective Action:

- a.** A tacking form (see attached) has been developed to monitor the updating of Needs and Services Plans. The form includes the date the plan was completed, dates quarterly reviews should be completed and dates the reviews were actually completed. It will be the responsibility of the clinical therapist to complete the form.
- b.** Regularly scheduled On-Site Treatment Meetings will be convened, at least monthly, to ensure that that plans are completed at the designated time. (See attached schedule) These meetings will review current plans and modify then as needed. Probation Officers will be notified of each meeting and encouraged to attend. In addition to the scheduled times, meetings will be convened, as necessary, in order to meet the needs of the wards.

c. Long term goals, reflecting a time period of 12 months are more, will be reflected on all Needs and Services Plans. The clinical therapist will have responsibility for ensuring compliance.

Persons responsible for implementing the corrective action and quality assurance: Stephani Pierce, Senior Facility Manager, Linda Hoyle, Clinical Therapist, and Ethel Dixon, Assistant Regional Director. All three will be responsible for monitoring and ensuring that the corrective action remains implemented and is working as intended.

VII. Clothing and Allowance Recommendations

1. The Sherman Group management:

- a. **Provide all children with additional clothing items as needed.**
- b. **Provide children with the required minimum weekly allowance.**

Corrective Action:

a. All children will be provided with a \$7.00 weekly allowance, regardless of their behavioral level. Clients will be free to manage their allowance as they choose. This money can be used at the client's discretion to buy such things as music CD, make up, participation in a specialized activity over and beyond those offered by the group home, special snacks, etc. Group Home Staff will provide positive reinforcement at the time the allowance is disbursed, lighting the positive behaviors that the client has engaged in. No assertions regarding any negative behaviors that will be made during the distributions of the allowance. Weekly allowance will be appropriately documented on the allowance form. It will be the responsibility of the Group Home Administer to monitor compliance.

Person responsible for implementing the corrective action and quality assurance: Pat Mosley, Senior Facility Manager and Ethel Dixon, Assistant Regional Director. Both will be responsible for monitoring and ensuring that the corrective action remains implemented and is working as intended.

Sincerely,



Ethel Dixon
Assistant Director

c. Attachments

17th Street Youth Care Center
43820 17th Street East
Lancaster, CA 93535
License # 197606998

Facility and Environment – Recommendations:

- 1) Provide a mattress pad as needed. – Implemented.**

As of June 7, 2007 all beds in this facility have a mattress pad on it.

Person responsible for implementing the corrective action and quality assurance: Keenan Rose – Site Supervisor, will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

- 2) Maintain a sufficient supply of age appropriate reading material. – Implemented**

As of July 1, 2007 the facility maintains a variety of age appropriate reading materials. Quarterly the supplies are monitored in order to replenish the supply as needed.

Person responsible for implementing the corrective action and quality assurance: Keenan Rose – Site Supervisor, will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

Program Services – Recommendations:

- 1) Develop comprehensive Needs and Services Plans that include long term goals. - Implemented**

All Counselors/Social Workers have been trained regarding the development of measurable goals that address both short term and long term needs of the youth when writing resident's Needs & Services Plans.

Person responsible for implementing the corrective action and quality assurance: Kareemah Moody – Site Counselor/Case Manager will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

- 2) Include the treatment team in the development and implementation of the Needs and Services Plan for all youth. - Implemented**

All Counselors/Social Workers have been trained and instructed to include all members of the treatment team in the planning and development of the Needs and Services Plans.

Person responsible for implementing the corrective action and quality assurance: Kareemah Moody – Site Counselor/Case Manager will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

Psychotropic Medication – Recommendations:

- 1) Maintain current court authorizations for all children taking psychotropic medications. – Implemented**

As of July 2007 we have a psychiatrist that comes to our facility to assist us with obtaining the proper authorizations for youth that have been prescribed psychotropic medication. A complete review of all resident files has been conducted and all residents currently on psychotropic medication have a current authorization form. A monthly review of all residents taking psychotropic medications will be conducted to ensure compliance.

Person responsible for implementing the corrective action and quality assurance: Kareemah Moody – Site Counselor/Case Manager will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

2) Maintain documentation of current medication reviews for each resident by the prescribing psychiatrist. - Implemented

All staff have been trained as to the psychotropic medication policy and procedures, and are aware that upon a resident being prescribed psychotropic medication a copy of the psychiatrist's medication review must be filed in the resident's client file. The psychiatrist makes weekly contact with our staff regarding the youth who are on psychotropic medication and he visits the site at least monthly to do a face to face interview and progress note on the youth receiving medication management services as well as all new intakes.

Person responsible for implementing the corrective action and quality assurance: Kareemah Moody – Site Counselor/Case Manager will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

Clothing and Allowance – Recommendations:

1) Encourage and assist children in creating and maintaining photo albums/life books. – Implemented

On October 1, 2007 all residents were given a life book to maintain. All residents entering the program will receive a life book during their second individual session with their counselor/case manager and will be given regular opportunities, of not less than two times per month, to work on these books.

Person responsible for implementing the corrective action and quality assurance: Kareemah Moody - Site Counselor/Case Manager, will be responsible for monitoring to ensure that the corrective action remains implemented and is working as intended.

If you have any further questions, please feel free to contact me at 661-212-2651.

Respectfully Submitted,



Kendra Landers
Regional Director – Lancaster/Palmdale