



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

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 525
LOS ANGELES, CALIFORNIA 90012-3873
PHONE: (213) 974-8301 FAX: (213) 626-5427

WENDY L. WATANABE
AUDITOR-CONTROLLER

MARIA M. OMS
CHIEF DEPUTY

ASST. AUDITOR-CONTROLLERS

ROBERT T. A. DAVIS
JOHN NAIMO
JUDI E. THOMAS

June 26, 2009

TO: Supervisor Don Knabe, Chairman
Supervisor Gloria Molina
Supervisor Mark Ridley-Thomas
Supervisor Zev Yaroslavsky
Supervisor Michael D. Antonovich

FROM:

Wendy L. Watanabe
Auditor-Controller

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT – MACRO HOMES,
INCORPORATED – MACRO HOME II GROUP HOME**

We have completed a review of Macro Home II Group Home (Group Home or Agency) operated by Macro Homes, Incorporated. The Group Home contracts with the Department of Children and Family Services (DCFS) and the Probation Department.

Macro Home II Group Home is a six-bed facility, which provides care for girls ages 6-17 years who exhibit behavioral, social and emotional difficulties. At the time of the monitoring visit, the Group Home was providing services for five DCFS children.

The Group Home is located in the Fifth District.

Scope of Review

The purpose of our review is to determine whether the Agency is providing the services as outlined in their Program Statement. In addition, 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, employee records, a facility inspection and interviews with children placed in the Group Home at the time of the review. Interviews with children are designed to obtain their perspectives on the program services provided by the Agency and to ensure adherence to the Foster Youth Bill of Rights.

Summary of Findings

Generally, the Agency is providing the services as outlined in their Program Statement. However, the Agency needs to address several deficient areas. Specifically, the Group Home needs to assess all children within 30 days of placement, provide clean pillows for each bed, and encourage and assist the children in creating and maintaining photo albums/life books. The Group Home needs to ensure that criminal and child abuse clearances are obtained for all of their employees. In addition, the Group Home needs to maintain:

- Current court authorizations for all children taking psychotropic medications.
- Current and comprehensive Needs and Service Plans that include input from all members of the treatment team and the child.
- Adequate documentation to show that the children are receiving treatment services.

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 (213) 253-0301.

WLW:MMO:JET:DC:AA:dl

Attachment

c: William T Fujioka, Chief Executive Officer
Patricia S. Ploehn, Director, DCFS
Ted Myers, Chief Deputy Director, DCFS
Susan Kerr, Senior Deputy Director, DCFS
Robert B. Taylor, Chief Probation Officer
Victoria Hancock, Board President, Macro Homes, Incorporated
Kathleen Kerrigan, Executive Director, Macro Homes, Incorporated
Public Information Office
Audit Committee

**Macro Homes, Incorporated
Macro Home II Group Home
Lancaster, California 93534
License Number: 191221473
Rate Classification Level: 9**

I. Facility and Environment

Method of assessment – Observation

Comments:

Macro Homes II 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 and the sleeping arrangements are appropriate. 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. However, the pillows in bedroom one and three are stained.

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

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

Recommendation

- 1. Macro Homes management provide each bed with clean and unstained pillows.**

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

The children meet the Group Home’s population criteria as outlined in their Program Statement. However, the Group Home needs to ensure they comply with their County contract. Specifically:

- The children are not assessed for needed services within thirty days of placement.
- All members of the treatment team are not included in the development and implementation of the Needs and Services Plans (NSPs).
- The NSPs are not current, comprehensive, and do not include short or long term goals.
- Case files do not reflect adequate documentation to show that children are receiving treatment services.

Recommendations

2. Macro Homes management:

- a. **Assess all children for needed services within thirty days of placement.**
- b. **Include all members of the treatment team and the child in the development and implementation of the NSPs.**
- c. **Maintain current NSPs.**
- d. **Develop comprehensive NSPs that include both short and long term goals.**
- e. **Maintain documentation to show that children are receiving treatment services.**

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

Children are attending school, 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

None.

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

None.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

The Group Home maintains adequate documentation to support that the children are routinely seen by the prescribing psychiatrist. In addition, the medication logs are properly maintained, the children are informed about their psychotropic medication and are aware of their right to refuse medication. However, the children do not have current court authorizations for the psychotropic medication they are taking.

Recommendation

- 3. Macro Homes management maintain current court authorizations for all children taking psychotropic medications.**

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, have private visitors, and 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 also receive voluntary medical, dental and psychiatric care.

Recommendation

None.

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 are not encouraged and assisted in creating and maintaining photo albums/life books.

Recommendation

- 4. Macro Homes management encourage and assist children in creating and maintaining photo albums/life books.**

VIII. Personnel Background Checks

Method of assessment – Review of relevant documents

Sample size: Four

Comments:

The Group Home did not have criminal and child abuse clearances for one of their employees. Subsequent to our review, the Group Home provided the required clearances.

Recommendation

- 5. Macro Homes management ensure that all required criminal and child abuse clearances are obtained for all of their employees.**

MACRO HOMES, INC.

1403 Kerrick Street
Lancaster, CA 93534-2224

Tel: 661-945-5503 Fax: 661-945-3703

E-Mail: macrohomes@verizon.net

"We are a small group home that provides a structured living environment for girls."

TO: County of Los Angeles Department of Auditor Controller
Children's Group Home Ombudsman Division

ATTENTION: Donald Luther
Group Home Auditor

DATE: 03/25/2009

REGARDING: Corrective Action Plan
Macro Homes, Incorporated
Macro Home II Group Home
Lancaster, California 93534
License Number: 191221473
Rate Classification Level: 9

CORRECTIVE ACTION PLAN: Monitoring Review 10/29/2008/Revised

I. Facility and Environment

Recommendation Macro Homes management provide each bed with clean, unstained pillows.

Status: Implemented
New pillows were purchased for each client (see attached receipt).
The new pillows were put on each client's bed.

Plan to Prevent
Reoccurrence: An extra supply of new pillows are kept on site. When a client leaves the facility they can take their pillow. Each new client will receive a new pillow.

Person Responsible
to Implement: Facility Manager
Person Responsible
to Ensure C.A.P.
is Maintained as
Intended: Administrator/Executive Director

II. Program Services

Recommendation: a. Macro Homes management assess all client for needed services within thirty days of placement.

Status: Implemented
Each client was reviewed for needed services.
Documentation is provided on each client's Needs and Services Plan.

Plan to Prevent Reoccurrence: At intake each client will be assessed for needed services. During the initial 30 day period needs and services will be established and documented on the Needs and Services Plan.

Person Responsible to Implement: Facility Social Worker

Person Responsible to Ensure C.A.P. is Maintained as Intended: Administrator/Executive Director

Recommendation: b. Macro Homes management to include all members of the treatment team and the child in the development and implementation of the Needs and Services Plan.

Status: Implemented

Plan to Prevent Reoccurrence: Within 14 days of intake the Facility Social Worker will schedule a Treatment Team Meeting and send written invitations to members involved. Children will attend the Treatment Team Meeting. To document, a signature page will be signed by all members of the Treatment Team Meeting.

Person Responsible to Implement: Facility Social Worker

Person Responsible to Ensure C.A.P. is Maintained as

Intended: Administrator/Executive Director

Recommendation: c. Macro Homes management will maintain current Needs and Services Plans

Status: Implemented

Plan to Prevent

Reoccurrence: Roster of due dates Needs and Services Plans is kept available and checked for timeliness.

Person Responsible

to Implement: Facility Social Worker

Person Responsible

to Ensure C.A.P.

is Maintained as

Intended: Administrator/Executive Director

Recommendation: d. Macro Homes management will develop comprehensive Needs and Services Plans that include both short and long term goals.

Status: Implemented

Plan to Prevent

Reoccurrence: A goal sheet has been developed for each client. The goal sheet includes short, 30 to 90 day behavioral goals, as well as, long term life goals, such as permanency. The goal sheet will be reviewed with each client on a weekly basis. The goal sheet will be maintained in each client's file and will be documented on the Needs and Services Plan.

Person Responsible

to Implement: Facility Social Worker

Person Responsible

to Ensure C.A.P.

is Maintained as

Intended: Administrator/Executive Director

Recommendation: e. Macro Homes management will maintain documentation to show that children are receiving treatment services.

Status: Implemented

Plan to Prevent

Reoccurrence: All treatment services information will be documented and maintained on the Needs and Services Plan for each client. This is to include separate documents to verify that services are being met, such as stamped forms for medicals, dentals, and therapy, educational and other services.

Person Responsible
to Implement: Facility Social Worker

Person Responsible
to Ensure C.A.P.
is Maintained as
Intended: Administrator/Executive Director

III. Educational and Emancipation Services
No recommendations for this section.

V. Psychotropic Medication

Recommendation: Macro Homes management will maintain documentation for current court medical authorizations for children taking psychotropic medication.

Status: Implemented

Plan to Prevent

Reoccurrence: At intake each client receiving psychotropic medication will have current court authorization for medication and/or documentation will be requested from DCFS County Social Worker. For each client who starts on psychotropic medication while at the facility the court authorization will be requested and obtained in a timely manner. For each client on psychotropic medication the court authorization will be updated every 6 months and will be kept in the client's file.

Person Responsible
to Implement: Facility Manager

Person Responsible
to Ensure C.A.P.
is Maintained as
Intended: Administrator/Executive Director

VI. Personal Rights
No recommendations for this section.

VII. Clothing and Allowance

Recommendation: Macro Homes management encourage and assist each client in creating and maintaining photo albums and life books.

Status: Implemented

Plan to Prevent

Reoccurrence: Each client is provided a photo album/life book within 30 days of placement. Each client is provided with materials to design and individualize their photo album/life book. One group session per month is designed for development of client's photo album/life book.

Person Responsible

to Implement: Facility Manager and Facility Social Worker

Person Responsible

to Ensure C.A.P.

Intended: Administrator/Executive Director

VIII. Personnel and Background Checks

Recommendation: Macro Homes management maintain cleared background checks for all employees on file.

Status: Implemented

Plan to Prevent

Reoccurrence: Prior to date of hire a background check will be initiated for each prospective employee. For each person employed, on the date of hire their background check will be placed on file.

Person Responsible

to Implement: Facility Manager

Person Responsible

to Ensure C.A.P.

is Maintained as

Intended: Administrator/Executive Director

ADMINISTRATOR/EXECUTIVE DIRECTOR:


