



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

KENNETH HAHN HALL OF ADMINISTRATION  
500 WEST TEMPLE STREET, ROOM 525  
LOS ANGELES, CALIFORNIA 90012-2766  
PHONE: (213) 974-8301 FAX: (213) 626-5427

J. TYLER McCAULEY  
AUDITOR-CONTROLLER

February 6, 2006

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

FROM: J. Tyler McCauley *tm*  
Auditor-Controller

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT – JAY CEE DEE  
CHILDREN'S HOMES, INCORPORATED, BARGEN WAY GROUP  
HOME AND LOMA ALTA GROUP HOME**

We have completed a review of Bargaen Way Group Home and Loma Alta Group Home operated by Jay Cee Dee Children's Homes, Incorporated. The Agency contracts with the Department of Children and Family Services (DCFS) and the Probation Department (Probation).

Bargaen Way and Loma Alta Group Homes are six-bed facilities, which provide care for boys ages 8–17 years who exhibit behavioral, social, and emotional difficulties. At the time of the monitoring visit, Bargaen Way Group Home was providing services for four Los Angeles County DCFS children, and Loma Alta Drive Group Home was providing services for five Los Angeles County DCFS children.

Bargaen Way and Loma Alta Drive Group Homes are located in the Fifth District.

**Scope of Review**

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

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services provided by the Agency, and to ensure adherence to the Foster Youth Bill of Rights.

### **Summary of Findings**

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

Bergen Way Group Home needs to repair the floor in bedroom number two.

Loma Alta Drive Group Home needs to inform children of their right to refuse psychotropic medication, and provide children with the required minimum weekly allowance.

Attached is a detailed report of the review.

### **Review of Report**

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

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

JTM:MP:CC:jdh  
[http://auditor.co.la.ca.us/group\\_home.asp](http://auditor.co.la.ca.us/group_home.asp)

### **Attachments**

c: David E. Janssen, Chief Administrative Officer  
David Sanders, Ph.D., Director, DCFS  
Paul Higa, Chief Probation Officer  
Mattie Drawn, Executive Director, Jay Cee Dee Children's Homes, Inc.  
Public Information Office  
Audit Committee

**Jay Cee Dee Children's Home  
Bargen Way Group Home  
2976 Bargen Way  
Altadena, California 91001  
(626) 797-4110  
License Number: 191222787  
Rate Classification Level: 8**

## **I. Facility and Environment**

### **Method of assessment – Observation**

#### **Comments:**

Bargen Way 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 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. However, the floor in bedroom two is damaged, and there is an area of the floor that is significantly lower than the surrounding areas.

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. Jay Cee Dee Children Home management repair the floor in bedroom two.**

## **II. Program Services**

**Method of assessment – Review of relevant documents and interviews**

**Sample size for interviews: Two**

### **Comments:**

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

The treatment team develops and implements the Needs and Services Plans (NSPs) with input from the child. The NSPs are current, comprehensive, and include long and short-term goals.

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

### **Recommendations**

**There are no recommendations for this section.**

## **III. Educational and Emancipation Services**

**Method of assessment – Review of relevant documents and interviews**

**Sample size for interviews: Two**

### **Comments:**

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

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

### **Recommendations**

**There are no recommendations for this section.**

**IV. Recreation and Activities**

**Method of assessment – Review of relevant documents and interviews**

**Sample size for interviews: Two**

**Comments:**

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

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

The Group Home provides transportation to and from the activities.

**Recommendations**

**There are no recommendations for this section.**

**V. Psychotropic Medication**

**Method of assessment – Review of relevant documents**

**Comments:**

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

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

Medication distribution logs are properly maintained.

**Recommendations**

**There are no recommendations for this section.**

**VI. Personal Rights**

**Method of assessment –Interviews with children**

**Sample size for interviews: Two**

**Comments:**

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

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

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

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

**Recommendations**

**There are no recommendations for this section.**

**VII. Clothing and Allowance**

**Method of assessment – Review of relevant documents and interviews**

**Sample size for interviews: Two**

**Comments:**

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

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

The Group Home provides children with adequate personal care items.

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

**Recommendations**

**There are no recommendations for this section.**

Jay Cee Dee Children's Home  
Loma Alta Drive Group Home  
459 East Loma Alta Drive  
Altadena, California 91001  
(626) 791-0611  
License Number: 191220951  
Rate Classification Level: 8

## **I. Facility and Environment**

### **Method of assessment – Observation**

#### **Comments:**

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

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

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

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

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

#### **Recommendations**

**There are no recommendations for this section.**

## **II. Program Services**

### **Method of assessment – Review of relevant documents and interviews**

**Sample size for interviews: Two**

**Comments:**

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

The treatment team develops and implements the Needs and Services Plans (NSPs) with input from the child. The NSPs are current, comprehensive, and include long and short-term goals.

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

**Recommendations**

There are no recommendations for this section.

**III. Educational and Emancipation Services**

**Method of assessment – Review of relevant documents and interviews**

**Sample size for interviews: Two**

**Comments:**

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

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

**Recommendations**

There are no recommendations for this section.

**IV. Recreation and Activities**

**Method of assessment – Review of relevant documents and interviews**

**Sample size for interviews: Two**

**Comments:**

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

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

The Group Home provides transportation to and from the activities.

**Recommendations**

**There are no recommendations for this section.**

**V. Psychotropic Medication**

**Method of assessment – Review of relevant documents**

**Comments:**

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

Children are informed about their psychotropic medication. However, the children are not aware that they have the right to refuse medication.

Medication distribution logs are properly maintained.

**Recommendation**

- 1. Jay Cee Dee Children Home management inform children of their right to refuse medication.**

**VI. Personal Rights**

**Method of assessment –Interviews with children**

**Sample size for interviews: Two**

**Comments:**

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

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

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

**Recommendations**

**There are no recommendations for this section.**

**VII. Clothing and Allowance**

**Method of assessment – Review of relevant documents and interviews**

**Sample size for interviews: Two**

**Comments:**

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

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

The Group Home provides children with adequate personal care items.

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

**Recommendation**

- 2. Jay Cee Dee Children Home management provide children with the required minimum weekly allowance.**

**JAY CEE DEE CHILDREN HOME, INC.**

License No. 191220951  
459 E. Loma Alta Drive  
Altadena, CA 91001

License No. 19222787  
2976 Barga Way  
Altadena, CA 91001

(626) 797-4110 FAX: (626) 798-1189

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September 23, 2005

Department of Auditor-Controller  
Kenneth Hahn Hall of Administration  
500 W. Temple Street, Room 515-A  
Los Angeles, CA 90012

Attention: Candance Rhue, Group Home Audit Supervisor

Re: Audit Report dated September 14, 2005

Dear Ms. Rhue:

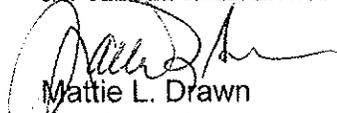
With reference to the above referenced audit report, please be advised of the following corrective actions:

**Facility and Environment: Management to repair the floor in bedroom two.**

**Corrective Action:** The floor to bedroom #2 will be repaired as of October 15, 2005. To ensure that any future repairs are immediately attended to Mr. Arthur Powell will conduct weekly walk-throughs and inform administrator of items that need attention. These will be attended to within a week of notification.

Sincerely,

JAY CEE DEE CHILDREN HOME, INC.

  
Mattie L. Drawn  
Administrator

c: Board of Directors  
Community Care Licensing

JAY CEE DEE CHILDREN HOME, INC.  
License No. 191220951  
459 E. Loma Alta Drive  
Altadena, California 91001  
(626) 797-4110 FAX: (626) 798-1189

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September 23, 2005

Department of Auditor-Controller  
Kenneth Hahn Hall of Administration  
500 W. Temple Street, Room 515-A  
Los Angeles, CA 90012

Attention: Candance Rhue, Group Home Audit Supervisor

Re: Audit Report dated September 14, 2005

Dear Ms. Rhue:

With reference to the above referenced audit report, please be advised of the following corrective actions:

**Psychotropic Medication: Management inform children of their right to refuse psychotropic medication.**

**Corrective Action:** Our previous procedure was to have the psychiatrist review with each child the psychotropic medications they are taking, their purpose, side effects and their right to refuse medications as well as the consequences of doing so. To ensure that residents taking psychotropic medications are informed of their right to refuse medications, we will also include this notification in our intake procedures using the attached form (See Form A). This form will be included in the psychotropic medication section of each resident's file.

**Clothing and Allowance:** Management provide children with the required minimum base weekly allowance.

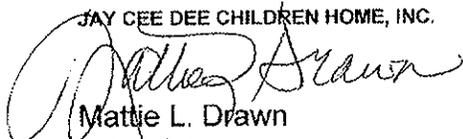
**Corrective Action:** According to the SOQ that was submitted for the contract, we believed we were following the required minimum base weekly allowance as follows: ages 5-8: \$3.00/week; ages 9-13: \$5.00/week and ages 14+: \$7.00/week. Also by using an incentive program, the residents can earn up to \$15.00/week.

Department of Auditor-Controller  
Kenneth Hahn Hall of Administration  
September 23, 2005  
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However, we were informed that the allowance was to be \$7.00 per week per resident and we have implemented this change to ensure that all residents receive the minimum base weekly allowance. They will continue to be provided opportunity to receive more weekly allowance.

Sincerely,

JAY CEE DEE CHILDREN HOME, INC.



Mattie L. Drawn  
Administrator

c: Board of Directors  
Community Care Licensing

PSYCHOTROPIC MEDICATION INFORMATION

**ADDENDUM TO THERAPY NOTES**

RESIDENT NAME _____	DOB _____	DOP _____
MEDICATION: _____		
YOU HAVE BEEN PRESCRIBED THE MEDICATION BECAUSE: _____		
THIS MEDICATION IS BEING USED TO TARGET THE FOLLOWING ISSUES: _____		
WE EXPECT YOU WILL BE ON THIS MEDICATION FOR _____		
THE SIDE EFFECTS OF THIS MEDICATION IS _____		
<b>YOU HAVE THE RIGHT TO REFUSE MEDICATION</b>		
IF YOU MISS MEDICATION DOSAGES, THINGS CAN HAPPEN, SUCH AS: _____		
_____		
_____		
MEDICATION: _____		
YOU HAVE BEEN PRESCRIBED THE MEDICATION BECAUSE: _____		
THIS MEDICATION IS BEING USED TO TARGET THE FOLLOWING ISSUES: _____		
WE EXPECT YOU WILL BE ON THIS MEDICATION FOR _____		
THE SIDE EFFECTS OF THIS MEDICATION IS _____		
_____		
<b>YOU HAVE THE RIGHT TO REFUSE MEDICATION</b>		
IF YOU MISS MEDICATION DOSAGES, THINGS CAN HAPPEN, SUCH AS: _____		
_____		
_____		
MEDICATION: _____		
YOU HAVE BEEN PRESCRIBED THE MEDICATION BECAUSE: _____		
THIS MEDICATION IS BEING USED TO TARGET THE FOLLOWING ISSUES: _____		
WE EXPECT YOU WILL BE ON THIS MEDICATION FOR _____		
THE SIDE EFFECTS OF THIS MEDICATION IS _____		
_____		
<b>YOU HAVE THE RIGHT TO REFUSE MEDICATION</b>		
IF YOU MISS MEDICATION DOSAGES, THINGS CAN HAPPEN, SUCH AS: _____		
_____		
_____		
RESIDENT'S SIGNATURE _____	DATE _____	
CAREGIVER SIGNATURE _____	DATE _____	
THERAPIST SIGNATURE _____	DATE _____	

## PSYCHOTROPIC MEDICATIONS

This is to inform you that if you have been prescribed medication by a psychiatrist, it is expected that you will take the medication as prescribed:

However, in accord with County rules and regulations, this is to inform you that you have the right to refuse medication.

The facility psychiatrist will discuss this issue with you further during your therapy sessions with him.

Resident	Date
Child Social Worker	Date
Intake Worker	Date