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

March 21, 2006

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

FROM: J. Tyler McCauley
Auditor-Controller

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT – ORANGE COUNTY CHILDREN'S FOUNDATION – EMANCIPATION INSTITUTE, HARBOR CITY CHILDREN'S FOUNDATION, PLACENTIA HOUSE**

We have completed a review of Emancipation Institute, Harbor City Children's Foundation, and Placentia House Group Homes operated by Orange County Children's Foundation. The Agency contracts with the Department of Children and Family Services (DCFS) and the Probation Department (Probation).

Emancipation Institute, Harbor City Children's Foundation, and Placentia House Group Homes are each six bed facilities. Each Group Home provides care for boys ages 13-17 years who exhibit behavioral, social, and emotional difficulties. At the time of the monitoring visit, Emancipation Institute Group Home was providing services for five Los Angeles County DCFS children. Harbor City Children's Foundation Group Home was providing services for six Los Angeles County DCFS children. Placentia House Group Home was providing services for four Los Angeles County DCFS children and two Orange County children.

Emancipation Institute Group Home is located in the Second District. Harbor City Children's Foundation Group Home is located in the Fourth District. Placentia House Group Home is located in Orange 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

Emancipation Institute Group Home is providing the services as outlined in their Program Statement, and there are no areas where improvements are needed at this time. Harbor City Children's Foundation and Placentia House Group Homes need to address the following deficient areas:

Harbor City Children's Foundation needs to assess children for needed services within the first thirty days of placement.

Placentia House needs to develop Needs and Services Plans that are comprehensive, and include long and short-term goals; maintain current court authorizations for all children taking psychotropic medication; provide children with the required minimum weekly allowance; and encourage and assist all children in maintaining life books/photo albums.

Attached is a detailed report of the review.

Review of Report

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

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

JTM:MP:CC:jdh
http://auditor.co.la.ca.us/group_home.asp

Attachments

c: David E. Janssen, Chief Administrative Officer
David Sanders, Ph.D., Director, DCFS
Paul Higa, Chief Probation Officer
Pamela Cutchlow, Executive Director, Orange County Children's Foundation
Public Information Office
Audit Committee

Orange County Children's Foundation
Emancipation Institute Group Home
1600 West 220th Street
Torrance, California 90501
Telephone: (310) 320-0195
License Number: 198203350
Rate Classification Level: 11

I. Facility and Environment

Method of assessment – Observation

Comments:

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

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

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

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

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

Recommendations

There are no recommendations for this section.

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children meet the Group Home's population criteria as outlined in their Program Statement. 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 provided with opportunities to participate in planning activities.

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

The Group Home provides transportation to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

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

Children are aware of their right to refuse medication.

Recommendations

There are no recommendations for this section.

VI. Personal Rights

Method of assessment –Interviews with children

Sample size for interviews: Two

Comments:

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home, and are provided with appropriate staff

supervision. Children express satisfaction with the quality of their interactions with staff, and report that staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are able to 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 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.

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

Recommendations

There are no recommendations for this section.

Orange County Children's Foundation
Harbor City Children's Foundation
24507 Marbella Avenue
Carson, California 90745
Phone: (310) 834-1198
License Number: 198200917
Rate Classification Level: 11

I. Facility and Environment

Method of assessment – Observation

Comments:

Harbor City Children's Foundation Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean, and adequately landscaped.

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

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

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

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

Recommendations

There are no recommendations for this section.

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children meet the Group Home's population criteria as outlined in their Program Statement. However, children are not 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.

Recommendation

1. **Orange County Children's Foundation management assess all children for needed services within the first thirty days of placement.**

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

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

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

Recommendations

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

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

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

The Group Home provides transportation to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

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

Children are aware of their right to refuse medication.

Recommendations

There are no recommendations for this section.

VI. Personal Rights

Method of assessment –Interviews with children

Sample size for interviews: Two

Comments:

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

Children report that they are assigned chores that are reasonable and not too demanding. Children are able to 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 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.

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

Recommendations

There are no recommendations for this section.

Orange County Children's Foundation
Placentia House
1808 Stanley Avenue
Placentia, California 92870
Phone: (714) 986-9451
License Number: 308000534
Rate Classification Level: 11

I. Facility and Environment

Method of assessment – Observation

Comments:

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

The 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; however, NSPs are not comprehensive, and do not include long and short-term goals.

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

Recommendation

1. **Orange County Children's Foundation management develop Needs and Services Plans that are comprehensive, and include long and short term goals.**

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

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

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

Recommendations

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

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

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

The Group Home provides transportation to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

Documentation confirms that children are routinely seen by the prescribing psychiatrist. However, court authorizations for children taking psychotropic medication are not current.

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

Medication distribution logs are properly maintained.

Recommendation

2. **Orange County Children's Foundation management maintain current court authorizations for all children prescribed psychotropic medication.**

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 allowances 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, the Group Home does not provide children with the required minimum weekly allowance.

The Group Home provides children with adequate personal care items.

One child reports that he has been encouraged and assisted in maintaining a photo album/life book. However, the other child reports that he does not have a photo album/life book.

Recommendations

3. **Orange County Children's Foundation management:**

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

b. Encourage and assist all children in creating and maintaining life books/photo albums.

Orange County Children's Foundation, Inc.
An Accredited C.A.C.F. Residential Treatment Facility
Carson • Fullerton • Placentia • Torrance

"A Ray of Hope"

February 6th, 2006

Department of Auditor Controller
Kenneth Hahn Hall of Administration
500 W. Temple St. Room 515-A
Los Angeles, CA. 90012
Attn: Candace Rhue, Group Home Audit Supervisor

Subject: Correction Action Plan

Dear Ms. Rhue:

The group homes Corrective Action Plan (CAP) is as follows:

FACILITY NAME:
Harbor City Children's Foundation (Carson site)

AUDIT RECOMMENDATION:
Orange County Children's Foundation Management to assess all children for needed services within the first thirty days of placement.

CORRECTIVE ACTION PLAN (CAP):
Orange County Children's Foundation Management (Frank Salceda and Rachel Suit) will be responsible for ensuring all clients Needs and Service Plans are completed within the first thirty days of clients placement date. This CAP will be put into action immediately.

FACILITY NAME:
Orange County Children's Foundation, Inc. (Placentia site)

AUDIT RECOMMENDATION:
Orange County Children's Foundation Management develop Needs and Service Plans that are comprehensive, and include long and short term goals.

CORRECTIVE ACTION PLAN (CAP):
Orange County Children's Foundation Management (Irene Yohn and Patricia Pope) will be responsible for ensuring that the group homes treatment team develops Clients Needs and Service Plans that are comprehensive and include long and short-term goals.

AUDIT RECOMMENDATION:

Orange County Children's Foundation Management maintain current court authorizations for all children prescribed psychotropic medication.

CORRECTIVE ACTION PLAN (CAP):

Orange County Children's Foundation Management (Irene Yohn and Patricia Pope) will be responsible for ensuring all clients prescribed psychotropic medication have current court authorizations on file.

AUDIT RECOMMENDATIONS:

Orange County Children's Foundation Management will:

a) Provide children with the minimum monetary allowance

CAP: Management will ensure the clients receive the minimum of $7.00 allowance.

b) Encourage and assist all children in creating and maintaining life books / photo albums.

CAP: Management will ensure that all clients have and maintain life books/photo albums.

Should you have any questions or require additional information please feel free to contact me at (714) 213-1429 or Irene Yohn, Administrator at (714) 213-1428.

Respectfully Submitted,

Rachel Suit
Administrator / Program Manager