



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

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AUDITOR-CONTROLLER

September 5, 2006

TO: Audit Committee

FROM: Maria M. Oms 
Assistant Auditor-Controller

SUBJECT: SUMMARY OF AREAS MONITORED

As requested, we have completed the attached listing that summarizes the areas reviewed by the entities that monitor out-of-home placement providers. Attachment I outlines the scope of the reviews conducted by the Department of Children and Family Services (DCFS), the Auditor-Controller (A-C), Sybil Brand Commission, Community Care Licensing (State) and the Probation Department. Attachment II indicates the frequency of the reviews. The A-C and DCFS have worked together to coordinate their reviews to ensure each group home contractor and foster family agency are monitored twice a year.

The monitoring reviews conducted by Sybil Brand Commission and the Probation Department cover some of the same areas. However, the frequencies of their reviews are dependent on the available resources or when complaints are received.

Please call me if you have any questions at (213) 974-8303 or call Don Chadwick at (626) 293-1102.

MMO:DC

Attachment

c: J. Tyler McCauley, Auditor-Controller
Joan Smith, Acting Director, Department of Children and Family Services

Monitoring Out-of Home Placement Providers
Scope of Review
Summary

	Department of Children and Family Services	Auditor-Controller	Sybil Brand Commission (2)	Community Care Licensing (State)	Probation Department (3)
1 Conduct interviews of the following to evaluate the quality of services provided by the contractors, such as the types of program services the children received, living conditions, recreational activities, and clothing: Group Home Operators Foster Family Agency (FFA) contractors Certified Foster Parents Children		X	X	X	X
		X		X	X
		X	X	X	X
		X		X	X
2 Conduct site inspections of the certified foster homes and group home to evaluate: Overall appearance of the home Condition of kitchen and bathroom, such as cleanliness, storage of hazardous items, etc. Condition of bedrooms, including sufficient closet space, sufficient bedding, etc. Condition and safety of the yard surrounding the home	(1)	X	X	X	X
	(1)	X	X	X	
	(1)	X	X	X	
	(1)	X	X	X	
3 Review the children's Needs and Service Plans to evaluate the contractors' compliance to: Correctly complete the Plans within the established timeframes including identifying specific and meaningful goals Ensure the appropriate individuals approve and sign the Plans Update the Plans as required Ensure the Plans include a permanency plan	X	X	X	X	
	X	X		X	
	X	X		X	
	X	X		X	
4 Evaluate the FFA social workers' compliance with the visitation requirement		X			

Scope of Review
Summary

General Audit Areas	Department of Children and Family Services	Auditor-Controller	Sybil Brand Commission (2)	Community Care Licensing (State)	Probation Department (3)
5 Evaluate the contractors' performance to achieve specific outcome measures established by DCFS involving the children's: Safety Well-being (professional care) Education (school attendance) Permanency	X				
	X				
	X				
	X				
6 Evaluate the FFA foster parents/group home staff qualifications: Training requirements Licensing requirements Home certification Background checks	X	X (4)			X
	X	X (4)			X
	X	X (4)			
		X (4)	X		X
7 Evaluate the contractors' fiscal operations		X			
8 Evaluate the contractors' ability to ensure that the children received the following necessary services that address their well-being: Medical Dental Counseling Emancipation Education/Tutoring Special needs	X	X			X
	X	X			X
	X	X			X
	X	X			
	X	X	X		
	X	X		X	

Footnotes

- (1) Generally, the reviews do not involve a physical inspection of the group homes. However, any unsafe conditions that are observed during a home visit will be reported and appropriate action will be taken to ensure the group homes correct the unsafe conditions.
- (2) Sybil Brand Commission only monitors group home contractors.
- (3) Probation monitors selected group homes, based on complaints that they received, to ensure the safety and well-being of Probation youth placed in the group homes.
- (4) The Group Home monitors do not review group home staff qualifications.

**Monitoring Out-of-Home Placement Providers
Frequency of Review
Summary**

Out-of-Home Placement Provider	Department of Children and Family Services	Auditor-Controller	Sybil Brand Commission	Community Care Licensing (State)	Probation Department
Group homes and foster family agencies (FFAs)	Conduct at least two annual monitoring reviews of each group home and FFA contractor not visited by the Auditor-Controller.	Conduct at least one annual monitoring review for a number of selected group home and FFA contractors.	The frequency is based on the workload and the availability of the Commissioners.	The State conducts annual visits to group homes and foster family agencies that are on probation, placed on non-compliance status or provide services to developmentally disabled clients. The State also conducts random monitoring visits to approximately 20% of the group home sites and FFA field offices.	Whenever complaints are received
Relative Foster Homes	Conduct at least one annual site inspection at each relative home	N/A	N/A	N/A	N/A
State Licensed Homes	N/A	N/A	N/A	Approximately 20% of the homes are reviewed annually.	N/A