COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER

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September 10, 2008

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

FROM: Wendy L. Watanabe
Acting Auditor-Controller

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT – A-W FRIENDSHIP HOMES, INC. – ZENITH YOUTH HOMES 1, 2, AND 3**

We have completed a review of Zenith Youth Homes 1, 2 and 3 (Group Home or Agency) operated by A-W Friendship Homes, Inc. Each Group Home contracts with the Department of Children and Family Services (DCFS) and the Probation Department (Probation).

Zenith Youth Home 1 is a six-bed facility, which provides care for girls ages 12-17 years who exhibit behavioral, social and emotional difficulties. At the time of the monitoring visit, Zenith Youth Home 1 was providing services for five DCFS children.

Zenith Youth Homes 2 and 3 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, Zenith Youth Homes 2 and 3 were each providing services for four DCFS children.

All three Group Homes are located in the Second 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 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 except for several deficient areas.

All three Group Homes need to develop comprehensive Needs and Services Plans that include short and long term goals and input from all members of the treatment team. The three Group Homes also need to maintain documentation to show that children are receiving the identified treatment services.

Zenith Youth Home 1 needs to clean the bathrooms and provide psychiatric evaluations/reviews for children taking psychotropic medications.

Zenith Youth Home 2 needs to replace various items throughout the home and clean the stove and surrounding areas in the kitchen. The Group Home also needs to provide children with the required monthly clothing allowance.

Zenith Youth Home 3 needs to paint patched repair areas throughout the home. The Group Home also needs to document efforts to enroll children in school, provide children with appropriate educational support and resources and maintain current court authorizations, psychiatric evaluations/reviews and medication logs for children taking psychotropic medications. In addition, the Group Home needs to ensure that children feel safe in the home and that staff treat children with respect and dignity and that children are appropriately supervised at all times.

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. Since the time of the review, the Agency has decided to temporarily close Zenith Youth Home 2. As a result, a corrective action plan was not completed for that Group Home. The Agency plans to reopen the Group Home by the end of 2008. DCFS needs to ensure that the Agency implements the recommendations included in this report before the Group Home reopens.

In addition, due to the nature of the deficiencies noted at Zenith Youth Home 3, we will follow-up the status of those recommendations in three months to ensure they are implemented.

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.

WLW:MMO:DC:CC:bg

Attachments

c: William T Fujioka, Chief Executive Officer
Patricia S. Ploehn, Director, DCFS
Susan Kerr, Senior Deputy Director, DCFS
Robert B. Taylor, Chief Probation Officer
Kathleen Pittman, Board Chair, A-W Friendship Homes, Inc.
Walter Washington, Executive Director, A-W Friendship Homes, Inc.
Public Information Office
Audit Committee

A-W Friendship Homes, Inc.
Zenith Youth Home 1
Inglewood, California 90305
License Number: 191600439
Rate Classification Level: 11

I. Facility and Environment

Method of assessment – Observation

Comments:

Zenith Youth Home 1 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, in bathroom one, the window basin is dirty and the soap dish holder has rust and mildew. In bathroom two, the sink has rust stains and the bathtub and shower enclosure is peeling and has rust stains.

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

1. **Zenith Youth Home management:**

   a. **Clean the inside of the window basin in bathroom one.**

   b. **Clean or replace the bath tub soap dish in bathroom one.**

   c. **Repair or replace the bathtub in bathroom two.**

   d. **Clean or replace the sink in bathroom two.**

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. However, the NSPs are not comprehensive and do not include short and long term goals. The treatment team does not participate in the development or implementation of the Needs and Services Plans.

Case files do not reflect adequate documentation to show that children are receiving treatment services.

Recommendations

2. **Zenith Youth Home management:**

   a. **Maintain NSPs that are comprehensive and include short and long term goals.**

   b. **Include input from the treatment team in the development and implementation of the NSPs.**

   c. **Maintain documentation to adequately reflect that children are receiving identified treatment services.**

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:

Children have current court authorizations for psychotropic medication. However, there is no documentation to confirm that 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.

Recommendation

3. **Zenith Youth Home management provide documentation to confirm that 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 also 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. Children are also encouraged and assisted in creating and maintaining photo albums/life books.

Recommendation

There are no recommendations for this section.

A-W Friendship Homes, Inc.
Zenith Youth Home 2
Inglewood, California 90305
License Number: 191601057
Rate Classification Level: 11

I. Facility and Environment

Method of assessment – Observation

Comments:

Zenith Youth Home 2 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. However, on the front exterior of the Group Home, a window screen is torn.

Generally, 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 light fixture covers are missing in the dining room, kitchen and recreation room. The kitchen stove, the vent/filter cover and the wall behind the stove are dirty.

Overall, children's bedrooms are adequately maintained. The rooms are clean and orderly and have age-appropriate personalized decorations. There is adequate furniture, lighting and storage space. However, the closet doors are missing and there is a broken window in bedroom one. The beds all have a full complement of linens. However, mattresses are worn and sagging and the bed frames are broken. 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. **Zenith Youth Home management:**

   a. **Repair or replace the torn window screen on the front exterior of the Group Home.**

   b. **Replace all missing light fixture covers.**

c. **Clean the stove.**

d. **Clean or replace the vent/filter cover above the stove.**

e. **Clean the wall behind the stove.**

f. **Replace the missing closet doors in bedroom one.**

g. **Replace all worn and sagging mattresses.**

h. **Repair or replace all broken bed frames.**

i. **Repair the broken window in bedroom one.**

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. However, input from the treatment team and the child is not included in the development or implementation of the NSPs. NSPs are not 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. **Zenith Youth Home management:**

   a. **Include input from the treatment team and the child in the development and implementation of the Needs and Services Plans.**

   b. **Maintain comprehensive Needs and Services Plans that include short and long term goals.**

   c. **Maintain documentation to show that children are receiving identified treatment services.**

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 also 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 and items of necessity. Children are provided with opportunities to select their own clothes. Clothing provided to children is of good quality and of sufficient quantity. However, the Group Home does not provide children with the required $50 monthly clothing allowance.

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

Recommendations

3. **Zenith Youth Home management provide children with the required $50 monthly clothing allowance.**

A-W Friendship Homes, Inc.
Zenith Youth Home 3
Los Angeles, California 90047
License Number: 191821007
Rate Classification Level: 11

I. Facility and Environment

Method of assessment – Observation

Comments:

Zenith Youth Home 3 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, some of the interior walls have repair patched areas that need painting.

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

1. **Zenith Youth Home management paint the interior walls that have patched repairs.**

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. However, input from the treatment team and the child is not included in the development or implementation of the NSPs. NSPs are not 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. **Zenith Youth Home management:**

   a. **Include input from the treatment team and the child in the development and implementation of the Needs and Services Plans.**

   b. **Maintain comprehensive Needs and Services Plans that include short and long term goals.**

   c. **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 not provided with educational support and resources to meet their educational needs and are not progressing satisfactorily in school. One 14 year old youth was not attending school and there was no documentation to show efforts to enroll him in school. Approximately two weeks prior to our review, the youth was expelled for behavioral concerns. DCFS was aware of this issue and was working with the school liaison to find an appropriate school for the youth.

The Group Home's program includes the development of children's daily living, self-help and survival skills. Children are also provided with opportunities to participate in emancipation and vocational programs as appropriate.

Recommendations

3. **Zenith Youth Home management:**

   a. **Maintain documentation to show efforts to enroll children in school.**

   b. **Provide children with educational support and resources to meet their educational needs.**

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:

Children do not have current court authorizations for the psychotropic medications that they are taking. There is no documentation to confirm 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. However, medication distribution logs are not properly maintained.

Recommendations

4. **Zenith Youth Home management:**

   a. **Obtain and maintain current court authorizations for children taking psychotropic medications.**

   b. **Maintain documentation to confirm that children taking psychotropic medications are routinely seen by the prescribing psychiatrist.**

   c. **Properly maintain medication 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. One child reports that he does not feel safe in the Group Home as he is not always provided with appropriate staff supervision. Children do not express satisfaction with the quality of their interactions with all staff and report that some of the staff does not treat 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 also receive voluntary medical, dental and psychiatric care.

Recommendations

5. **Zenith Youth Home management:**

   a. **Provide a safe and secure environment for all children in the Group Home.**

   b. **Train and ensure that all staff treats children with respect and dignity at all times, and monitor their interactions.**

c. Provide appropriate supervision at all times for all children.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

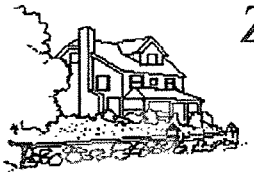
The Group Home provides appropriate clothing, items of necessity and the required $50 monthly clothing allowance to children. Children are provided with opportunities to select their own clothes. Clothing provided to children is of good quality and of sufficient quantity.

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 or assisted in creating and maintaining life books/photo albums.

Recommendation

6. Zenith Youth Home management encourage and assist children in creating and maintaining life books/photo albums.



Zenith Youth Homes

15424 Hawthorne Bl. Ste. 302
Lawndale, Ca. 90260
TEL: (310) 219-0466; FAX (310) 219-0607
Ella Washington, Founder
"We are making the difference!"

April 7, 2008

Administrative Staff
Ella Washington, Founder
Marvelle Wagner, Co-Founder
Walter Washington, III, CEO/Exe.Dir
Larry Williams, Asst. Director

Board of Directors
Chet Bias
Barbara Buena
Bob Buena
Rhea Gregory
Willie Oliver
Kathleen Pittman
Harriet Whitmore
Sheila Smith
Marvelle Wagner
Walter J. Washington
Larry Williams

Ms. Candace Rhue, Group Home Audit Supervisor
County of Los Angeles, Department of Auditor-Controller
500 W. Temple St., Room 515-A
Los Angeles, California 90012

Greetings Ms. Rhue:
This is the Corrective Action Plan (CAP) for Zenith Youth Homes I. Zenith Youth Homes I-191600439 is located at 9231 5th Ave., Inglewood Ca. 90503 and provides services for teen girls ages 12-17 who are wards of the court.

I. FACILITY AND ENVIRONMENT

1a. Clean the inside of the window basin in bathroom one
b. Clean or replace the bath tub soap dish in bathroom one
c. Repair or replace the bathtub in bathroom two
d. Clean or replace the sink in bathroom two

In an effort to prevent future deficiencies in this area: (1a-bathroom one) window has been replaced in bathroom one. Facility manger will ensure during major house cleaning that windows are properly cleaned. (1b-bathroom one) soap dish has been replaced. (1c-bathroom two) bathtub has been repaired, re-glazed. (1d-bathroom two) sink has been repaired, re-glazed.

II. PROGRAM SERVICES

2a. Maintain NSPs that are current, comprehensive and include short and long term goals.
b. Include the treatment team in the developement and implementation of the NSPs.
c. Maintain documentation to adequately reflect that children are receiving treatment services.

II. PROGRAM SERVICES - cont'd

In an effort to prevent future deficiencies in this area: (2a) Training has been put in place from DCFS to further assist LCSW in the correct manner to prepare comprehensive NSPs & Quarterly's per New Template provided by DCFS. LCSW's have been notified to ensure long & short term goals are included in documentation. (2b & 2c) Documentation (form) will be maintain each time contact is made to treatment team (CSW, therapist, resident, etc.) pertaining to the development and implementation of residents NSPs.

V. PSYCHOTROPIC MEDICATION

3. Zenith Group Home Management provide documentation to confirm that children taking psychotropic medications are routinely seen by the prescribing psychiatrist.

In an effort to prevent further deficiencies in this area: Facility manger will ensure that progress notes are provided and complected to psychiatrist per visit and resident. Progress notes will be kept in residents file for review when needed.

Ms. Rhue, if you may have any questions or concerns regarding this Corrective Action Plan, please feel free to phone me on 310.219.0466. Thank you in advance for your consideration.

Sincerely,

Walter J. Washington III
CEO/Director

Zenith Youth Homes

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Lawndale, Ca. 90260
TEL: (310) 219-0466; FAX (310) 219-0607
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Walter J. Washington
Larry Williams

Ms. Candace Rhue, Group Home Audit Supervisor
County of Los Angeles, Department of Auditor-Controller
500 W. Temple St., Room 515-A
Los Angeles, California 90012

Greetings Ms. Rhue:
This is the Corrective Action Plan (CAP) for Zenith Youth Homes II. Zenith Youth Homes II-191601 is located at 9812 10th Ave., Inglewood Ca. 90503 and provides services for teen boys ages 12-17 who are wards of the court.

Zenith Youth Homes II has temporarily CLOSED it's doors due to real-estate matters. We plan to re-open facility by the end of Summer 2008.

Please see attached letter to California Department of Social Services - Community Care Licensing.

Ms. Rhue, if you may have any questions or concerns regarding this Corrective Action Plan, please feel free to phone me on 310.219.0466. Thank you in advance for your consideration.

Sincerely,

Walter J. Washington III
CEO/Director

A-W Friendship Homes Inc
dba
Zenith Youth Homes
15424 Hawthorne Blvd., Suite 302
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Board of Directors
Barbara Buena
Bob Buena
Kathleen Pittman
Harriet Whitmore
Sheila Smith
Marvelle Wagner
Walter J. Washington
Larry Williams

March 5, 2008

Ms. Lady King, LPA
CDSS-Community Care Licensing Division
6167 Bristol Parkway, ste. 210
Culver City, California 90230

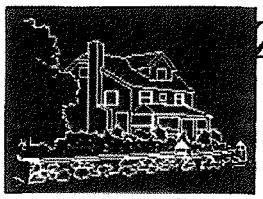
BOARD RESOLUTION LETTER

Be it **Resolved** that as of ***March 12, 2008***, the Board of Directors of A-W Friendship Homes Inc. dba Zenith Youth Homes acknowledges, support and authorizes the **closing** of Zenith Youth Homes II (Lic.#191601057) located at 9812 10th Ave., Inglewood CA. 90305. Zenith Youth Homes I & III will continue providing services to DCFS. County social Workers have all been notified and necessary steps have been taken to relocate residents in the home. However plans are in place to restart Zenith II by the end of 2008.

Kathleen Pittman, Chairperson-Board of Directors

Larry Williams, Secretary-Board of Directors

Walter J. Washington III, CEO



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Larry Williams

April 7, 2008

Ms. Candace Rhue, Group Home Audit Supervisor
County of Los Angeles, Department of Auditor-Controller
500 W. Temple St., Room 515-A
Los Angeles, California 90012

Greetings Ms. Rhue:
This is the Corrective Action Plan (CAP) for Zenith Youth Homes III. Zenith Youth Homes III-191821007 is located at 9100 S. Harvard L.A., Ca. 90047 and provides services for teen boys ages 12-17 who are wards of the court.

I. FACILITY AND ENVIRONMENT

1. Zenith Group management paint interior walls with patched repairs.

In an effort to prevent future deficiencies in this area: (1) Facility will undergo a full interior painting beginning April 9, 2008. Date as been placed to do new heating system being placed in the facility.

II. PROGRAM SERVICES

2a. Maintain Needs and Services Plans that are current, comprehensive and include short and long term goals.
b. Include the treatment team in the development and implementation of the Needs and Services Plans.
c. Maintain documentation to show that children are receiving treatment services.

In an effort to prevent future deficiencies in this area: (2a) Training has been put in place from DCFS to further assist LCSW's in the correct manner to prepare comprehensive NSPs & Quarterly's per New Template provided by DCFS. LCSW's have been notified to ensure long & short term goals are included in documentation. (2b & 2c) Documentation (form) will be maintain each time contact is made to

treatment team (CSW, therapist, resident, etc.) pertaining to the development and implementation of residents NSPs.

III. EDUCATION AND EMANCIPATION SERVICES

3a. Maintain documentation to show efforts to enroll children in school.
b. Provide children with educational support and resources to meet their educational needs.

In an effort to prevent future deficiencies in this area: (2a) A form has been created to show efforts in enrolling resident and meetings concerning residents pertaining to school matters. (2b) Zenith has made contact with LACOE to further assist in the efforts to provide residents with educational support and resources to meet their educational needs. We are also seeking possible services through SYLVAN Learning Center for additional tutoring support for residents.

V. PSYCHOTROPIC MEDICATION

4a. Obtain and maintain current court authorization for children taking psychotropic medications.
b. Maintain documentation to confirm that children taking psychotropic medications are routinely seen by the prescribing psychiatrist.
c. Properly maintain medication logs.

In an effort tp prevent future deficiencies in this area: (4a) A form has been created to present to Psychiatrist upon placement of a resident taking psychotropic medication for therapist to evaluate and present court authorization to the courts for approval, as well requesting current authorization from CSW prior to placing a resident in the facility. (4b) Facility Manager will ensure that progress notes are provided and completed by psychiatrist per visit, progress notes will be maintained in residents file. A re-cap training has been requested to our trainer to go over proper disbursement of medications as well as documentation of medications that have been disbursed. Training will also include proper procedure for destroying old medications.

VI. PERSONAL RIGHTS

5a. Provide a safe and secure environment for all children in the group home.
b. Train and ensure that all staff treats children with respect and dignity at all times, and monitor their interactions.
c. Provide appropriate supervision for all children.

In reference to this particular section, there was an incident where a resident stated that he was violated. DCFS investigated this matter and it was UNFOUNDED. But in an effort to prevent future deficiencies in this area: A training has been set up on the Personal Rights and Respect of the residents in care per DCFS and DSS-CCL. There has also been changes within the staff roster (including Facility Manager-Eugene Wright) that we are hoping will have only those staff who are sincere about caring for and concerned about the well-being of these young people in the program.

VII.CLOTHING AND ALLOWANCE

6. Group Home Management encourage and assist children in creating and maintaining life books/photo albums.

In an effort to prevent deficiencies in this area: Zenith did prior to this visit and after visit purchased photo albums and life books for residents in the program to keep photos of all activities they were involved in. Again we have made drastic changes in management in a very big effort to prevent deficiencies in this area. Current Facility Manager is very much aware of their responsibility in helping residents maintain of life book while apart of this program.

Ms. Rhue, if you may have any questions or concerns regarding this Corrective Action Plan, please feel free to phone me on 310.219.0466. Thank you in advance for your consideration.

Sincerely,

Walter J. Washington III
CEO/Director