County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES
425 Shatto Place, Los Angeles, California 90020
(213) 351-5602

PATRICIA S. PLOEHN, LCSW
Director

September 3, 2010

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To: Supervisor Gloria Molina, Chair
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From: Patricia S. Ploehn, LCSW
Director

FRED JEFFERSON MEMORIAL HOMES FOR BOYS GROUP HOME PROGRAM CONTRACT COMPLIANCE MONITORING REVIEW

In accordance with your Board's April 14, 2009 motion, we are informing your Board of the results of a group Home compliance review.

Fred Jefferson Memorial Homes for Boys Group Home is located in the 2nd Supervisorial District and provides services to Los Angeles County Department of Children and Family Services' (DCFS) foster youth. According to its program statement, its stated goal is "to provide adolescents in need of out-of-home placement with a safe and secure home to live in. We offer a program of services designed to meet individual needs. As appropriate, we will work with families toward re-unification. We coordinate our efforts to provide continuity and quality of programming." The agency is licensed to serve a capacity of 12 children, ages 13 through 17.

The Out-of-Home Care Management Division (OHCMD) conducted a review of the Fred Jefferson Memorial Homes for Boys Group Home in September 2009 at which time, it had two six-bed sites and ten placed DCFS children. All ten children were males. For the purpose of this review, all placed children were interviewed and their case files were reviewed. The children's average overall length of placement was nine months and average age was 16. Twelve staff files were reviewed for compliance with Title 22 regulations and contract requirements.

One child was on psychotropic medication. We reviewed his case file to assess timeliness of psychotropic medication authorizations and to confirm that medication logs documented correct dosages were being administered as prescribed.

SCOPE OF REVIEW

The purpose of this review was to assess Fred Jefferson Memorial Homes for Boys Group Home's compliance with the contract and State regulations. The visit included a review of the agency's program statement, administrative internal policies and procedures, all placed children's case files, and a random sampling of personnel files. Visits were made to the facilities to assess the quality of care and supervision provided to children, and we conducted interviews with children to assess the care and services they were receiving.

A copy of this report has been sent to the Auditor-Controller (A-C) and Community Care Licensing (CCL).

SUMMARY

Generally, Fred Jefferson Memorial Homes for Boys Group Home was providing adequate care to DCFS' placed children, and the services were provided as outlined in its program statement. The children interviewed stated that the staff treated them with respect and dignity and services were made available to them.

The direct care staff stated that the needs of the children were met in a timely fashion by the administrative staff.

At the time of the review, the Group Home needed to address several physical plant deficiencies, none of which posed a safety hazard to any placed children. The Group Home also needed to ensure that there was documentation that the DCFS Children's Social Workers (CSW) approved the implementation of the Needs and Services Plans (NSP). Further, the Group Home needed to ensure that the monthly contacts with the DCFS CSWs were adequately documented. Additionally, the Group Home needed to ensure that all children had initial dental examinations. The Group Home needed to encourage and assist children in creating and maintaining photo albums/lifebooks.

NOTABLE FINDINGS

The following are the notable findings of our review:

Of the NSPs reviewed for the ten children's case files, none were comprehensive. They did not include specific, measurable and attainable treatment goals. Two of the NSPs did not address progress towards emancipation goals. The A-C's prior review also noted that Fred Jefferson Memorial Homes for Boys Group Home did not always ensure that NSPs/Quarterly Reports were comprehensive. One child's NSP was not timely, and the goals were not updated. Seven of the reviewed NSPs were not approved by the DCFS CSWs for implementation. Additionally, none of the NSPs reflected adequate documentation to confirm monthly contacts with DCFS CSWs.

The detailed report of our findings is attached.

EXIT CONFERENCE

The following are highlights from the exit conference held on September 30, 2009:

In attendance:

Cecelia Jefferson-Freeman, Executive Director, Fred Jefferson Memorial Homes for Boys, and Greta F. Walters, Monitor, DCFS OHCMD.

Highlights:

The Executive Director expressed an understanding of our findings and recommendations.

As agreed, Fred Jefferson Memorial Homes for Boys provided a timely written Corrective Action Plan (CAP) addressing each recommendation noted in this compliance report. The CAP is attached.

The Group Home was provided a draft copy of the report; however, Cecelia Jefferson-Freeman, Ph.D., Executive Director, stated that they had no further responses to provide.

On or about May 26, 2010, Fred Jefferson Memorial Homes for Boys closed its Denker site and subsequently relocated to 1448 East 142nd Street, Compton, CA 90220.

As noted in the monitoring protocol, a follow up visit will be conducted to address the provider's approved CAP and assess for full implementation of recommendations.

If you have further questions, please call me or your staff may contact Armand Montiel, Board Relations Manager, at (213) 351-5530.

PSP:LP:MG
EAH:BB:gfw

Attachments

c: William T Fujioka, Chief Executive Officer
Wendy Watanabe, Auditor-Controller
Donald H. Blevins, Chief Probation Officer
Public Information Office
Audit Committee
Sybil Brand Commission
Bonita Dent, Chairperson, Board of Directors, Fred Jefferson Memorial Homes
Cecelia Jefferson-Freeman, Executive Director, Fred Jefferson Memorial Homes
Jean Chen, Regional Manager, Community Care Licensing
Lenora Copeland, Regional, Manager, Community Care Licensing

FRED JEFFERSON MEMORIAL HOMES FOR BOYS
PROGRAM CONTRACT COMPLIANCE MONITORING REVIEW

Fred Jefferson Memorial Home
1000 West 152nd Street
Compton, California 90220
License Number: 1982000050
Rate Classification Level: 10

Fred Jefferson Memorial Home
9156 S. Denker Avenue
Los Angeles, CA 90047
License Number: 198201547
Rate Classification Level: 10

The following report is based on a "point in time" monitoring visit and addresses findings noted during the September 2009 monitoring review.

CONTRACTUAL COMPLIANCE

Based on our review of ten children's files and twelve staff files, Fred Jefferson Memorial Homes for Boys was in full compliance with five of nine sections of our Contract Compliance review: Licensure/Contract Requirements, Educational and Emancipation Services, Recreation and Activities, Personal Rights and Personnel Records. The following report details the results of our review:

FACILITY AND ENVIRONMENT

Based on our review of Fred Jefferson Memorial Homes for Boys Group Home's two sites and interviews with ten children, the agency fully complied with three of six elements in the area of Facility and Environment.

The Group Home maintained age-appropriate and accessible recreational equipment and on-site educational resources. The Group Home maintained a sufficient supply of perishable and non-perishable foods.

The exterior of the Compton and Denker Sites were adequately maintained. However, at the Compton site, there were large cracks in the driveway and there was writing on the fence in the back yard. Further, at the Denker site, the stucco was peeling from the exterior, the porch light fixture was broken and the backyard grass was dried and brown.

The interior of both sites was neat and orderly. However, the carpet throughout both was dirty and damaged in some areas. At the Compton site, the kitchen cabinets and ceiling were dirty. At the Denker site, the bathroom was dirty, the surface of the bathtub was damaged, and there were cracks in the bathroom wall and living room ceiling.

The children's bedrooms were not well maintained; the bedrooms were messy. There was writing on the dressers and walls and in the closets at both sites. At the Denker site, the blinds were broken in bedroom three.

The Auditor-Controller's (A-C) prior year review also noted that Fred Jefferson Memorial Homes for Boys did not always ensure that the Group Home's facilities were maintained in accordance with CDSS Title 22 regulations.

Recommendation:

Fred Jefferson Memorial Homes for Boys management shall ensure that:

The Group Home sites are maintained and in good repair in accordance with Title 22 regulations.

PROGRAM SERVICES

Based on our review of ten children's case files, Fred Jefferson Memorial Homes for Boys fully complied with five of eight elements in the area of Program Services.

We noted that placed children met the Group Home's population criteria as outlined in its program statement and were assessed for needed services within thirty days of placement. One child had been at the Group Home less than thirty days and had not yet been assessed.

Based on our review, we found that the Needs and Services Plans (NSP) included input from the children. However, none of the reviewed NSPs were comprehensive. The NSPs did not include specific, measurable and attainable treatment goals. Two of the NSPs did not address progress towards emancipation goals. One child's NSP was not timely and the goals were not updated. Seven of the reviewed NSPs were not approved by the DCFS Children's Social Worker (CSW) for implementation. Additionally, none of the reviewed NSPs reflected adequate documentation to confirm monthly contacts with the DCFS CSWs. The A-C's prior year review also noted that Fred Jefferson Memorial Home for Boys Group Home did not always ensure that the NSPs were comprehensive and include all members of the treatment team in development.

Recommendations:

Fred Jefferson Memorial Homes for Boys management shall ensure that:

NSPs are comprehensive, including all required elements.

Documentation is maintained as verification that DCFS CSWs approved the implementation of the NSPs.

Monthly contacts with DCFS CSWs are adequately documented.

CHILDREN'S HEALTH RELATED-SERVICES, INCLUDING PSYCHOTROPIC MEDICATION

Based on our review of ten children's case files and interviews with the ten children, Fred Jefferson Memorial Homes for Boys fully complied with seven of nine elements in the area of Children's Health Related-Services, including Psychotropic Medication.

The Group Home had ensured that all children's initial and follow-up physical examinations were conducted in a timely manner and were well documented in their case files. All children were aware of their right to refuse medication. One child's case file did not include the documentation that he had received a dental examination within the first thirty days of placement.

The one child who was on psychotropic medications had current psychotropic medication authorization forms, and the medication logs included correct documentation.

Recommendation:

Fred Jefferson Memorial Home management shall ensure that:

All children's dental examinations are done in a timely manner.

CLOTHING AND ALLOWANCE

Based on our review of ten children's case files and interviews with the ten children, Fred Jefferson Memorial Homes for Boys fully complied with seven of eight elements in the area of Clothing and Allowance.

Based on our review, all ten children reported that they received the required $50 monthly clothing allowance. Children were provided with opportunities to select their own clothes. Clothing provided to children was of good quality and sufficient quantity. The clothing allowance logs and inventories confirmed that the requirements were being met.

All ten children reported that the Group Home provided them with the required minimum weekly allowance and all children reported that they spent their allowances as they chose.

The Group Home provided children with adequate personal care items. It was noted that all children were not encouraged or assisted in creating and maintaining their photo albums/lifebooks.

Recommendation:

Fred Jefferson Memorial Home management shall ensure that:

All children are encouraged and assisted in creating and maintaining photo albums/lifebooks.

PRIOR YEAR FOLLOW-UP FROM THE AUDITOR-CONTROLLER'S REPORT

Objective

Determine the status of the recommendations reported in the A-C's prior monitoring review.

Verification

We verified whether the outstanding recommendations from the monitoring review were implemented. The A-C report was issued on May 13, 2009.

Results

The A-C's prior monitoring report contained four outstanding recommendations. Specifically, Fred Jefferson Memorial Homes for Boys was to ensure that the Group Home was maintained in good repair in accordance with Title 22 regulations and that it developed comprehensive NSPs which included measurable and time limited goals and included input from all members of the treatment team. Further, the Group Home was to encourage and assist children in creating and updating photo albums/lifebooks. Based on our follow up of these recommendations, the A-C's recommendations with regard to facility maintenance and repair, the development of comprehensive NSPs with measurable and time limited goals and included all members of the treatment team, and encouraging and assisting children in creating and maintaining photo albums/lifebooks were not fully implemented. As we noted, three of the recommendations were not fully implemented; corrective action was requested of Fred Jefferson Memorial Homes for Boys to further address these findings.

Recommendation:

Fred Jefferson Memorial Homes for Boys management shall ensure that:

It implements the four outstanding recommendations from the A-C's May 13, 2009 monitoring report, which are noted in this report as Recommendations 1 (physical plant issues), 2, 3 (NSPs) and 6 (Clothing and Allowance).

Fred Jefferson Memorial Homes for Boys Group Home
CONTRACT COMPLIANCE MONITORING REVIEW – SUMMARY

Fred Jefferson Memorial Home
1000 West 152nd Street
Compton, California 90220
License Number: 1982000050
Rate Classification Level: 10

Fred Jefferson Memorial Home
9156 S. Denker Avenue
Los Angeles, California 90047
License Number: 198201547
Rate Classification Level: 10

	Contract Compliance Monitoring Review	Findings: September 2009
I	**Licensure/Contract Requirements** (9 Elements) 1. Timely Notification for Child's Relocation 2. Stabilization to Prevent Removal of Child 3. Transportation 4. SIRs 5. Compliance with Licensed Capacity 6. Disaster Drills Conducted 7. Disaster Drill Log Maintenance 8. Runaway Procedures 9. Allowance Logs	Full Compliance (All)
II	**Facility and Environment** (6 Elements) 1. Exterior Well Maintained 2. Common Areas Maintained 3. Children's Bedrooms/Interior Maintained 4. Sufficient Recreational Equipment 5. Sufficient Educational Resources 6. Adequate Perishable and Non Perishable Food	1. Improvement Needed 2. Improvement Needed 3. Improvement Needed 4. Full Compliance 5. Full Compliance 6. Full Compliance
III	**Program Services** (8 Elements) 1. Child Population Consistent with Program Statement 2. DCFS CSW Authorization to Implement NSPs 3. Children's participation in the Development of NSPs 4. NSPs Implemented and Discussed with Staff 5. Therapeutic Services Received 6. Recommended Assessments/Evaluations Implemented 7. DCFS CSWs Monthly Contacts Documented 8. Comprehensive NSPs	1. Full Compliance 2. Improvement Needed 3. Full Compliance 4. Full Compliance 5. Full Compliance 6. Full Compliance 7. Improvement Needed 8. Improvement Needed

IV	**Educational and Emancipation Services** (4 Elements) 1. Emancipation/Vocational Programs Provided 2. ILP Emancipation Planning 3. Current IEPs Maintained 4. Current Report Cards Maintained	Full Compliance (All)
V	**Recreation and Activities** (3 Elements) 1. Participation in Recreational Activity Planning 2. Participation in Recreational Activities 3. Participation in Extra-curricular, Enrichment and Social Activities	Full Compliance (All)
VI	**Children's Health-Related Services (including Psychotropic Medications)** (9 Elements) 1. Current Court Authorization for Administration of Psychotropic Medication 2. Current Psychotropic Evaluation Review 3. Medication Logs 4. Initial Medical Exams Conducted 5. Initial Medical Exams Timely 6. Follow-up Medical Exams Timely 7. Initial Dental Exams 8. Initial Dental Exams Timely 9. Follow-up Dental Exams Timely	1. Full Compliance 2. Full Compliance 3. Full Compliance 4. Full Compliance 5. Full Compliance 6. Full Compliance 7. Improvement Needed 8. Improvement Needed 9. Full Compliance
VII	**Personal Rights** (11 Elements) 1. Children Informed of Home's Policies and Procedures 2. Children Feel Safe 3. Satisfaction with Meals and Snacks 4. Staff Treatment of Children with Respect and Dignity 5. Appropriate Rewards and Discipline System 6. Children Free to Receive or Reject Voluntary Medical, Dental and Psychiatric Care 7. Children Allowed Private Visits, Calls and Correspondence 8. Children Free to Attend Religious Services/Activities 9. Reasonable Chores 10. Children Informed about Psychotropic Medication 11. Children Aware of Right to Refuse Psychotropic Medication	Full Compliance (All)

VIII	**<u>Children's Clothing and Allowance</u>** (8 Elements) 1. $50 Clothing Allowance 2. Adequate Quantity of Clothing Inventory 3. Adequate Quality of Clothing Inventory 4. Involvement in Selection of Clothing 5. Provision of Personal Care Items 6. Minimum Monetary Allowances 7. Management of Allowances 8. Encouragement and Assistance with Life Book	1. Full Compliance 2. Full Compliance 3. Full Compliance 4. Full Compliance 5. Full Compliance 6. Full Compliance 7. Full Compliance 8. Improvement Needed
IX	**<u>Personnel Records (including Staff Qualifications, Staffing Ratios, Criminal Clearances and Training)</u>** (12 Elements) 1. Education/Experience Requirement 2. Criminal Fingerprint Cards Timely Submitted 3. CAIs Timely Submitted 4. Signed Criminal Background Statement Timely 5. Employee Health Screening Timely 6. Valid Driver's License 7. Signed Copies of GH Policies and Procedures 8. Initial Training Documentation 9. CPR Training Documentation 10. First Aid Training Documentation 11. On-going Training Documentation 12. Emergency Intervention Training Documentation	Full Compliance (All)

Fred Jefferson Memorial Homes For Boys
1330 S. Long Beach Blvd.
Compton, Ca. 90221

Phone # (310) 763-1660 **Fax # (310) 763-0357**

March 1, 2010

Ms. Greta Walters
9320 Telstar Avenue #216
El Monte, California 91732

Dear Ms. Walters,

Please find enclosed the Correction Action Plan for the Fred Jefferson Memorial Homes' Program Contract Compliance Monitoring Review.

If you require additional information you may reach me at 310.763.1660 ext.121.

Respectfully Submitted,

Cecilia Jefferson-Freeman
CEO

FRED JEFFERSON MEMORIAL HOMES PROGRAM
CORRECTION ACTION PLAN

PROGRAM SERVICES

The Fred Jefferson Homes treatment team under the direction of our clinical director Ontson Placide will make every effort to contact DCFS CSWs for implementation of the Needs and Services Plan. CSW's signature on NSP will document their approval and enable staff to implement the NSP. Unsuccessful attempts to reach CSW also will be documented in the resident's file. Monthly contacts with DCFS CSWs will also be documented. The facility manager will be responsible for this task and the administrator will ensure it is implemented and maintained

FACILITY AND ENVIRONMENT

The Fred Jefferson Memorial Homes For Boys will maintain homes in accordance with Title 22 regulations. On a daily basis the night child care worker will access needed repairs and what needs to be cleaned in the facility. The CCW will report to the facility manager who will contact the handyman. The administrator will ensure this policy is implemented.

CHILDREN'S HEALTH RELATED-SERVICES, INCLUDING PSYCHOTROPIC MEDICATION

The facility manager will ensure that all dental exams for residents be done in a timely manner. Documentation will be in resident's files. If by chance the dental exam can't be done in a timely manner, the reason will be documented as well. The administrator will oversee this plan of correction

CLOTHING AND ALLOWANCE

Fred Jefferson Memorial Home management will ensure that all residents are encouraged and assisted in maintaining photo albums along with life books. Both the facility manager and child care workers will be responsible for implementing this recommendation. The administrator will oversee and ensure this policy is implemented.

PRIOR YEAR FOLLOW-UP FROM THE AUDITOR CONTROLLER'S REPORT

Fred Jefferson Memorial Homes will ensure that the outstanding recommendations from the May 13, 2009 monitoring report will be implemented. This include the following:

1. All CSWs will be encouraged to participate in the development of the NSP. Their signature will be documentation that the NSP can be implemented. If the CSW is unable to participate or signature has not been acquired documentation will be in each resident's file.
2. Group Homes will be maintained in good repair in accordance with Title 22 regulations.
3. The staff will encourage each resident to create and maintain photo albums and and life books.

The administrator will ensure that these policies are implemented.