COUNTY OF LOS ANGELES
PROBATION DEPARTMENT

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DONALD H. BLEVINS
Chief Probation Officer

August 1, 2011

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TO: Each Supervisor

FROM: Donald H. Blevins
Chief Probation Officer

SUBJECT: **THE HOUSE OF BETHESDA GROUP HOME CONTRACT COMPLIANCE MONITORING REVIEW**

We have completed a review of The House of Bethesda Group Home, operated by The House of Bethesda Group Home, Inc. The Group Home contracts with the Los Angeles County Probation Department.

The House of Bethesda Group Home is a six-bed facility, which provides care for boys ages 13-17 years who exhibit behavioral, social and emotional difficulties. At the time of the monitoring review, The House of Bethesda Group Home was providing services for five (5) Probation children

The House of Bethesda is located in the Second District of Los Angeles County.

SCOPE OF REVIEW

The purpose of our review is to determine whether the Agency is providing the services as outlined in their Program Statement. In addition, 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. In addition, a review of the most current Auditor Controller Fiscal Review was conducted.

SUMMARY

Based on child interviews and the contents of the Needs and Service Plans, the Agency is providing the services as outlined in their Program Statement. However, there are several deficiencies outlined in the "Notable Findings" section that require corrective action. The deficiencies regarding the Group Home's physical facilities require immediate attention, such as, removing graffiti in bedrooms #1, #2, and #3, secure and stabilize all beds in bedroom #1, #2, and #3, and replace missing tiles in laundry room. The Group Home also failed to enroll eligible children in the Independent Living Program (ILP) in a timely manner.

NOTABLE FINDINGS

- Remove graffiti in bedroom #1, #2, and #3
- Secure and stabilize all beds in bedroom #1, #2, and #3
- Replace missing tile in laundry room
- Provide children a choice for art and music enrichment
- Ensure timely enrollment in ILP services and programs
- Provide yearly training to one employee
- Provide documentation for one employee without current First-Aid.

EXIT CONFERENCE

In attendance:

Mr. Robert Smith, Administrator

Highlights:

The Exit Conference was conducted on November 23, 2010. The deficiencies were addressed at the time of the exit conference. The representative present was in agreement with the findings of the review. Administrator Smith understood the importance of compliance with the Master Agreement Contract for Group Home Foster Care Services and agreed to make all necessary corrections in the areas of compliance, and repairs or replacements. A written Corrective Action Plan was submitted on December 29, 2010, and has been approved. A follow-up visit was conducted on January 18, 2011, to ensure that all deficiencies have been corrected. The results for the follow-up visit can be found on the last page of the "Compliance Monitoring Review."

If you need any additional information or have any questions or concerns, please contact Director, Lisa Campbell-Motton, Placement Permanency and Quality Assurance at (323) 240-2435.

DHB:REB:LCM:ed

Attachments

c: William T Fujioka, Chief Executive Officer
Sachi A. Hamai, Executive Officer, Board of Supervisors
Brence Culp, Chief Deputy Chief Executive Officer
Wendy Watanabe, Auditor-Controller
Public Information Office
Audit Committee
Jean Chen, Community Care Licensing
Robert E. Smith, Executive Director
Jacqueline A. White, Deputy Chief Executive Officer
Chief Deputies
Justice Deputies

THE HOUSE OF BETHESDA GROUP HOME PROGRAM
CONTRACT COMPLIANCE MONITORING REVIEW- SUMMARY

	Contract Compliance Monitoring Review	Findings: December/ 2010
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 Logs Maintenance 8. Runaway Procedures 9. Allowance Logs 10.	1. Full Compliance 2. Full Compliance 3. Full Compliance 4. Full Compliance 5. Full Compliance 6. Full Compliance 7. Full Compliance 8. Full Compliance 9. Full Compliance
II	**Program Services** (7 Elements) 1. Child Population Consistent with Program Statement 2. Probation Caseworker Authorization to Implement NSPs 3. Children's Participation in the Development of NSPs 4. NSPs Implemented and Discussed with Staff/Parents 5. Therapeutic Services Received 6. Recommendation Assessments/Evaluations Implemented 7. Probation Caseworkers Monthly Contact Verified	1. Full Compliance 2. Full Compliance 3. Full Compliance 4. Full Compliance 5. Full Compliance 6. Full Compliance 7. Full Compliance
III	**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. Full Compliance 2. Needs Improvement 3. Needs Improvement 4. Full Compliance 5. Full Compliance 6. Full Compliance
IV	**Educational and Emancipation Services** (4 Elements) 1. Emancipation/Vocational Programs Provided 2. ILP and Emancipation Planning 3. Current IEPs Maintained 4. Current Report Cards Maintained	1. Full Compliance 2. Need Improvement 3. Full Compliance 4. Full Compliance

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.	1. Full Compliance 2. Full Compliance 3. Needs Improvement
VI	**Children's Health-Related Services (including Psychotropic Medications)** (9 Elements) 1. Current Court Authorization for Administration of Psychotropic Medication 2. Current Psychiatric 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. Full Compliance 8. Full Compliance 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 Received 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	1. Full Compliance 2. Full Compliance 3. Full Compliance 4. Full Compliance 5. Full Compliance 6. Full Compliance 7. Full Compliance 8. Full Compliance 9. Full Compliance 10. Full Compliance 11. Full Compliance
VIII	**Children's Clothing and Allowance** (8 Elements) 1. $50.00 Clothing Allowance 2. Adequate Quantity Clothing Inventory 3. Adequate Quality Clothing Inventory 4. Involvement in Selection of Clothing 5. Provision of Personal Care Items 6. Minimum Monetary Allowances 7. Management of Allowance 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. Full Compliance

IX	**Personal Records (including Staff Qualifications, Staffing Ratios, Criminal Clearances and Training)** (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 Licenses 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	1. Full Compliance 2. Full Compliance 3. Full Compliance 4. Full Compliance 5. Full Compliance 6. Full Compliance 7. Full Compliance 8. Full Compliance 9. Full Compliance 10.Needs Improvement 11.Needs Improvement 12. Full Compliance

THE HOUSE OF BETHESDA GROUP HOME PROGRAM
CONTRACT COMPLIANCE MONITORING REVIEW

The House of Bethesda Group Home
14614 Firmona Ave.
Lawndale, CA 90260
License Number: 191601689
Rate Classification Level: 10

LICENSURE/CONTRACTUAL COMPLIANCE

Based on our review of documents from the provider, The House of Bethesda Group Home was in full compliance with all nine (9) elements in the area of Licensure/Contract Requirements: The Group Home notifies all required agencies in a timely manner when a child is relocated. The Group Home takes all necessary steps to stabilize a child to prevent removal and provides the children with all their transportation needs. The Group Home completes, documents, and reports all Serious Incident Reports (SIRs) in a timely manner, complies with the licensing capacity, conducts disaster drills, maintains a disaster drill log and follows runaway procedures accordingly. The Group Home maintains an allowance log that logs all allowances provided and spent by the children.

Recommendations:

None

PROGRAM SERVICES

Based on our review of documents and interviews with five (5) Probation placed children, The House of Bethesda Group Home fully complied with all seven (7) elements in the area of Program Services: The Group Home's Program Statement is consistent with the population present in the Group Home and are assessed for needed services within 30 days of placement. Case files reflect adequate documentation to show that children are receiving treatment services. The child's Probation caseworker authorized the implementation of the Needs and Services Plan (NSP) and the child participated in the development of their NSP. The Needs and Services Plan that was implemented was discussed with staff and parents.

All five (5) NSPs were reviewed, the long and short term goals were found to be current, comprehensive and child specific. All included the required signatures. All five (5) children interviewed stated that their NSP was reviewed with them and that they not only understood their goals, but participated in developing them. All children acknowledged receiving therapeutic services, individual, group and family therapy. The recommended assessment and evaluation was implemented. All children verified that their assigned Probation Officers had monthly face-to-face contact with them.

Recommendations:

None

FACILITY AND ENVIRONMENT

Based on our walk through inspection of The House of Bethesda Group Home and interviews with five (5) Probation placed children, The House of Bethesda Group Home was out of compliance with two (2) of the six (6) elements in the area of Facility and Environment.

The House of Bethesda Group Home is located in a residential community. The front exterior of the Group Home is well maintained and properly landscaped, with trimmed bushes, mowed lawns, and clean paint. The front lawn is enclosed by a short concrete wall with decorative bars.

The interior common areas of the Group Home are in need of repairs or replacements in the following deficient areas:

Laundry Room:

- Replace missing tiles on the floor

The children's bedrooms are in unsatisfactory condition and need improvements in the deficient areas listed below:

Bedroom #1:

- Remove or replace alarm clock due to graffiti
- Secure both beds to wall

Bedroom #2:

- Remove graffiti from dresser drawer
- Secure both beds to wall

Bedroom #3

- Secure both beds to wall

All bedrooms had adequate lighting. The window coverings and window screens are in good condition. All mattresses were firm, all beds have a full compliment of linens, and the 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, along with a home computer for the children's use. Multiple books and resource materials are also available.

The Group Home maintains a sufficient supply of perishable and non-perishable foods. The Group Home has an extra refrigerator and freezer in order to have an abundance of food for the residents. There is a fruit basket on the kitchen counter for the residents to have fresh fruit any time they please. The children all reported that they get enough food and enjoy the variety.

Recommendations:

1. The House of Bethesda shall ensure that the aforementioned deficiencies cited will be corrected and repaired in a timely fashion in order to ensure the safety and security of all residents placed at the Group Home.

2. For the interior, the Group Home needs to replace the alarm clock, clean the graffiti on the dressers and stabilize and secure all beds in the bedrooms.

EDUCATIONAL AND EMANCIPATION SERVICES

Based on our review of The House of Bethesda Group Home and interviews with five (5) Probation placed children, The House of Bethesda Group Home is out of compliance with one (1) of the four (4) elements in the area of Education and Emancipation Services.

The children are attending school, are provided with educational support and resources to meet their educational needs, and are progressing satisfactorily in the schools they attend. The Group Home's program includes the development of children's daily living, self-help and survival skills such as, balancing a checkbook, cooking and filling out job applications. Children are also provided with opportunities to participate in emancipation and vocational programs as appropriate. None of the children interviewed were participating in the ILP (Independent Living Program) at the time of this review due to the Group Home missing the enrollment date for the program.

Recommendations:

1. The House of Bethesda will enroll all eligible ILP children during the next enrollment period.

RECREATION AND ACTIVITIES

Based on our review of The House of Bethesda Group Home and interviews with five (5) Probation placed children, The House of Bethesda Group Home was out of compliance with one (1) of the three (3) elements in the area of Recreation and Activities.

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 has a small cardiovascular workout room and a small weight room for the residents to use. The Group Home provides several recreation options for the residents to participate in, such as sporting activities like basketball. There is a community park within walking distance of the Group Home that the children may use for baseball team play, basketball team play or to throw a football. They also provide off-grounds activities such as outings to the library, movie theatre, baseball games, and museums. The Group Home provides transportation to and from these activities. However, some residents express an interest in art and music and state they are not offered this activity.

Recommendations:

1. The House of Bethesda shall ensure that the residents have some type of art and music activity as part of their living experience.

CHILDREN'S HEALTH RELATED-SERVICES, INCLUDING PSYCHOTROPIC MEDICATION

Based on our review of The House of Bethesda Group Home and interviews with five (5) Probation placed children, The House of Bethesda Group Home fully complied with all nine (9) elements in the area of Children's Health Related Services, Including Psychotropic Medication.

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

Medication distribution logs are properly maintained and children are aware of their right to refuse medication. The children interviewed stated that they are satisfied with the medical treatment they receive and went to the doctor and dentist within the first 30 days of their placement at the Group Home and the documents reviewed supported this.

Recommendations:

None

PERSONAL RIGHTS

Based on our review of The House of Bethesda Group Home and interviews with five (5) Probation placed children, The House of Bethesda Group Home fully complied with all 11 elements in the area of Personal Rights.

The 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, overall, the facility 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 attend the religious service of their choice.

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

Children also stated that they can receive or reject voluntary medical, dental and psychiatric care. Children stated that they are all informed about psychotropic medication and their right to refuse them.

Recommendations:

None

CLOTHING AND ALLOWANCE

Based on our review of The House of Bethesda Group Home and interviews with five (5) Probation placed children, The House of Bethesda Group Home fully complied with all eight (8) elements in the area of Clothing and Allowance.

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 and the clothing provided is of good quality and of sufficient quantity. The Group Home conducts shopping outings every three (3) months at appropriate clothing stores. The children interviewed reported that they are satisfied with the choice of shopping venues. The children reported that they get their clothing allowance every month but choose to save it and go shopping every three (3) months. The Group Home provided a copy of the signed consent of the child to save his money and spend it every three (3) months. The Group Home Administrator keeps the receipts to verify how the children's clothing allowance is spent.

The Group Home provides children with the required minimum weekly allowance of $7 and the children spend their allowances as they choose. Child interviews confirmed that they spend their allowance on food and snacks during weekly outings. Children confirmed that they may spend their allowance on anything they wish provided that it is not illegal or gang affiliated.

The Group Home provides children with adequate personal care items. The Group Home encouraged or assisted in creating and maintaining photo albums/life books.

Recommendations:

None

PERSONNEL RECORDS

Based on our review of documents in the employee files at The House of Bethesda Group Home, the House of Bethesda was out of compliance in two (2) of the 12 elements in the area of Personnel Records. The two (2) elements of non-compliance are First Aid Training Documents and On-Going Training Documents.

A review of five (5) employee records was completed. All background checks for the five (5) employees reviewed were completed in a timely manner. All staff in the sample had current driver's licenses, de-escalation and restraint training. All files reviewed had the required educational documentation and criminal and child abuse clearances for their employees prior to being hired. However, one employee did not have first aid training documentation or any on-going training documentation in her file during the time of the review. This employee did, however, have a valid CPR card in her file.

Recommendations:

1. The House of Bethesda shall immediately update and maintain current copies of staff's First Aid cards and all other on-going trainings. In addition, all required documents shall be readily accessible upon request.

AUDITOR CONTROLLER FISCAL REVIEW

The most recent Fiscal Review for The House of Bethesda from the Department of Auditor-Controller is dated November 30, 2010, for the fiscal period of January 1, 2008, to December 31, 2008. The report dated November 30, 2010, indicated that The House of Bethesda had $6,447.00, in questioned/disallowed costs. The House of Bethesda submitted a timely approved fiscal CAP, which is being monitored by DCFS' Fiscal Monitoring Section.

Recommendations:

N/A

FOLLOW-UP VISIT

On January 18, 2011, a follow-up visit was conducted at House of Bethesda, to verify that all recommendations had been completed.

- A follow up interview was conducted with each child to ensure that they have added an art or music activity in the Group Home program. The children stated that the Group Home has bought a Karaoke machine and a keyboard for their leisure time. The children stated that the Group Home has since taken them on cultural outings to the aquarium and several museums in Los Angeles.

- A complete follow-up walk through inspection of the interior was conducted, and all recommendations have been repaired or replaced. The interior deficiencies had been corrected. The alarm clock with graffiti written all over it was replaced. All six (6) resident beds have been secured to the wall and are now stable. All graffiti has been removed from all dresser drawers. The laundry room now has new tiles in place.

- All eligible youth were enrolled in ILP services in April of 2011, and this was verified through documents supplied by the Group Home Administrator. One of the four youth that was not previously enrolled reported that he was finally enrolled in April 2011. He further stated that he enjoyed the program and is learning new things such as how to interview for employment and how to complete job applications. He reported that he also learned how to manage a bank account, write a check and manage his money. The Group Home assisted him in opening his own bank account in April 2011.

- The employee that had missing documents in her Personnel files at the time of the review, First Aid/CPR and On-going training, resigned from her employment at The House of Bethesda on December 27, 2010. Proof of the employee's resignation was supplied at the time of this follow up inspection.

House of Bethesda

14963 Firmona Ave, Lawndale, CA 90260 - Phone (310) 675-1444
License # 191601689

December 29, 2010

Corrective Action

County of Los Angeles
Probation Department
Mr. Joe NinoFranco, DPO II
3965 S. Vermont Avenue
Los Angeles, CA 90037

Dear Mr. NinoFranco

This Corrective Action Plan is in compliance with your recommendations conducted November 23, 2010

FACILITY AND ENVIRONMENT:

Citation/Needs Improvement-Findings-

1. Graffiti in bathroom
2. Missing tile in laundry room

CORRECTIVE ACTION

1) As of December 1, 2010, all graffiti in bathroom has been removed;
2) As of December 1, 2010, all missing tile in laundry room has been replaced.

EDUCATIONAL AND EMANCIPATION SERVICES

Citation/Needs Improvement-Findings-

1. Eligible residents were not enrolled in ILP classes

CORRECTIVE ACTION

1) **Ensure all eligible youth are enrolled in ILP classes within the next enrollment period of April 2011.**

RECREATION AND ACTIVITIES

1) Ensure that youth express interest in art and music

CORRECTIVE ACTION

The facility plans to purchase a Karaoke unit by January 15, 2011 to facilitate this component. The group home will plan outings geared towards art exhibits and museums within the greater Los Angeles area by January 15, 2011 to satisfy the youth's interests in art.

PERSONNEL RECORDS

Citation/Needs Improvement-Findings-

One employee (Doris Lewis) has no training or First Aid update. The specified employee (Doris Lewis) resigned from employment as Child Care Worker with this facility on December 27, 2010. No Corrective Action necessary.

Please feel free to contact me if you have any questions regarding this report.

Robert E. Smith

Robert E. Smith,
Executive Director