County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

425 Shatto Place, Los Angeles, California 90020
(213) 351-5602

PHILIP L. BROWNING
Director

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September 4, 2012

To: Supervisor Zev Yaroslavsky, Chairman
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Supervisor Michael D. Antonovich

From: Philip L. Browning
Director

SAND HILL GROUP HOME INC., GROUP HOME CONTRACT COMPLIANCE MONITORING REVIEW

The Out-of-Home Care Management Division (OHCMD) conducted a review of Sand Hill Group Home Inc., (Sand Hill) in October 2011, at which time they had one six-bed site and six male Los Angeles County Department of Children and Family Services (DCFS) placed children.

Sand Hill has one site located in the Second Supervisorial District and provides services to DCFS foster youth. According to Sand Hill's program statement, its stated purpose is "to provide services to court dependent seriously emotionally disturbed and chronic run-away children." Sand Hill is licensed to serve a capacity of six male children, ages 13 through 18.

For the purpose of this review, three placed children were interviewed and their case files were reviewed. The placed children's overall average length of placement was two months and the average age was 16. Three discharged children's files were reviewed to determine if the destination of placement was per their permanency plan and if the children were meeting their Needs and Services Plan (NSP) goals at the time of discharge. Three staff files were reviewed for compliance with Title 22 Regulations and County contract requirements.

There were no children prescribed psychotropic medication at the time of this review.

SCOPE OF REVIEW

The purpose of this review was to assess Sand Hill's compliance with the County contract and State regulations. The visit included a review of Sand Hill's program statement, administrative internal policies and procedures, three children's case files, and a random sampling of personnel files. A visit was made to the site to assess the quality of care and supervision provided to the 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

Two of the three children interviewed reported feeling safe at Sand Hill. The third child interviewed reported that he was not provided with good care or appropriate services; was not comfortable in his environment; and was not treated with respect and dignity.

Our review revealed the need for Sand Hill to comply with the County contract and State regulations, as well as treat the children with respect and dignity.

The Administrator and her staff were accessible and cooperative; however, the Administrator was not in agreement with all the findings and recommendations.

NOTABLE FINDING

The following were the notable findings of our review:

- Sand Hill did not provide for one child's transportation to and from school per the agency's program statement and County contract. The child did not attend the local high school; instead, he rode public transportation daily to his high school in downtown Los Angeles. The bus route did not have a stop near the group home; he was required to walk a significant distance back to the group home in the evening hours. The child claimed this was a barrier to participating in after-school activities and he often arrived home late.

  The Administrator was not in agreement with this finding. She stated that the child had a DCFS issued bus pass and he used public transportation. She also claimed that staff had attempted to pick him up from the bus stop at the agreed-upon time, but the child was often not there and would not notify staff of his whereabouts. She stated that in the future, although DCFS may provide the children with a bus pass, Sand Hill will discuss and obtain the children's school

transportation arrangements in writing from the Children's Social Worker (CSW) at the time of placement.

- Sand Hill did not report a child Absent Without Leave (AWOL) per the Special Incident Report (SIR) I-Track reporting requirements. The Administrator was not in agreement with the finding. The Administrator stated that the AWOL SIR was not submitted because she had not considered the child AWOL as the child had returned home at a reasonable time. The Administrator attended the October 2011 SIR training conducted by the OHCMD; she understands that the requirement is to report AWOLs immediately.

- One child was not enrolled in school within three school days of placement, and the Administrator did not provide an explanation for not having enrolled the child timely. The Administrator stated that she will ensure children are enrolled in school timely and will document all efforts to enroll the children in school within three days of placement.

- One child reported that staff did not treat him with respect and dignity. Further, the OHCMD Monitor observed the Administrator question a child that was late arriving home from school in the presence of the other children. Her voice was loud, and her tone was condescending. The Administrator was not in agreement with the finding. The Administrator stated that in the future, when addressing concerns or discussing sensitive issues with the children, she and staff will speak to the children in private.

  The Administrator was required to enroll in and complete administrative classes that addressed professionalism, self-awareness, self-discipline and emotional control when working with youth. Sand Hill will ensure the staff receive monthly training that addresses behavioral management and working with youth.

- Children complained that the discipline and reward points system was unfair and that staff did not explain to children why their points were being deducted. The Administrator was not in agreement with the finding. She stated, however, that she will develop a form, which will document each child's points and also provide the reason for the loss of points.

- One child reported that the Administrator had refused to allow him to attend religious services at the church of his choice. The Administrator was not in agreement with the finding, as she claimed that the child had never requested to attend a specific church or religious services. She stated that she will create a form, which will be used at the time of intake so that each child may document the church and/or religious services they would like to attend.

- One child reported that he was not given the opportunity to participate in school extra-curricular activities. The Administrator was not in agreement with the finding. The Administrator stated that she was not aware of the child's participation in any after school activities. The Administrator stated that she will plan to obtain the CSW's written confirmation or approval for children's participation in after school activities to ensure they are participating in after school activities.

- Some children did not have Life Books/Photo Albums, and the children were not encouraged to keep a Life Book/Photo Album. The Administrator stated that Life Books/Photo Albums and cameras were purchased. The Administrator will ensure that each resident is provided with a Life Book/Photo Album. The cameras will be used to take pictures of the children and the children will be encouraged weekly to create and update their Life Books/Photo Albums.

A detailed report of our findings is attached.

EXIT CONFERENCE

The following are highlights from the Exit Conference held November 7, 2011:

In attendance:

Gene Brown, Executive Director; LaRonica Whitehurst, Administrator; Sand Hill; and Edward Preer, Monitor, DCFS OHCMD.

Highlights:

The Executive Director and Administrator were not in agreement and disputed the findings and recommendations. The OHCMD conducted a meeting with Sand Hill on March 27, 2012, to review the findings and address their concerns. Upon conclusion of the meeting, it was determined that all findings and recommendations would remain in effect.

Sand Hill continued to dispute the findings and appealed the decision. OHCMD administration reviewed all findings and denied the appeal.

Sand Hill provided an approved Corrective Action Plan (CAP) addressing each of the recommendations noted in this compliance report. The CAP is attached.

We will assess for full implementation of recommendations during our next monitoring review.

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

PLB:RRS:KR:
EAH:PBG:ep

Attachments:

c: William T Fujioka, Chief Executive Officer
Wendy Watanabe, Auditor-Controller
Jerry E. Powers, Chief Probation Officer
Public Information Office
Audit Committee
Sybil Brand Commission
Gene Brown, Executive Director, Sand Hill Group Home
Jean Chen, Regional Manager, Community Care Licensing
Lenora Scott, Regional Manager, Community Care Licensing

SAND HILL GROUP HOME
CONTRACT COMPLIANCE MONITORING REVIEW SUMMARY

12108 S. Normandie Avenue
Los Angeles, CA 90044
License Number: 191801773
Rate Classification Level: 9

	Contract Compliance Monitoring Review	**Findings: October 2011**
I	**Licensure/Contract Requirements** (9 Elements) 1. Timely Notification for Child's Relocation 2. Transportation 3. Special Incident Reports 4. Compliance with Licensed Capacity 5. Disaster Drills Conducted & Logs Maintained 6. Runaway Procedures 7. Allowance Logs 8. CCL Citations/OHCMD Investigation Reports on Safety/Plant Deficiencies 9. Detailed Sign In/Out Logs for Placed Children	1. Full Compliance 2. Improvement Needed 3. Improvement Needed 4. Full Compliance 5. Full Compliance 6. Full Compliance 7. Full Compliance 8. Full Compliance 9. Full Compliance
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	Full Compliance (ALL)
III	**Maintenance of Required Documentation and Service Delivery** (13 Elements) 1. Child Population Consistent with Program Statement 2. DCFS CSW Authorization to Implement Needs and Services Plans (NSPs) 3. Children's Participation in the Development of NSPs 4. NSPs Implemented and Discussed with Staff 5. Children Progressing Toward Meeting NSP Case Goals	Full Compliance (ALL)

	6. Development of Timely Initial NSPs 7. Development of Comprehensive Initial NSPs 8. Therapeutic Services Received 9. Recommended Assessment/Evaluations Implemented 10. DCFS CSWs Monthly Contacts Documented 11. Children Assisted in Maintaining Important Relationships 12. Development of Timely Updated NSPs 13. Development of Comprehensive Updated NSPs	
IV	**Education and Workforce Readiness** (8 Elements) 1. Children Enrolled in School Timely 2. Children Attending School 3. Children Facilitated in Meeting Educational Goals 4. Children's Academic or Attendance Increase 5. Current IEPs Maintained 6. Current Report Cards Maintained 7. YDS/Vocational Programs Opportunities Provided 8. Group Home Encourage Children's Participation in Youth Development Services	1. Improvement Needed 2. Full Compliance 3. Full Compliance 4. Full Compliance 5. Full Compliance 6. Full Compliance 7. Full Compliance 8. Full Compliance
V	**Health And Medical Needs** (6 Elements) 1. Initial Medical Exams Conducted 2. Initial Medical Exams Timely 3. Follow-Up Medical Exams Timely 4. Initial Dental Exams Conducted 5. Initial Dental Exams Timely 6. Follow-Up Dental Exams Timely	Full Compliance (ALL)
VI	**Psychotropic Medication** (2 Elements) 1. Current Court Authorization for Administration of Psychotropic Medication 2. Current Psychiatric Evaluation Review	Full Compliance (ALL)

VII	**Personal Rights and Social/Emotional Well-Being** (15 Elements)	
	1. Children Informed of Group Home's Policies and Procedures	1. Full Compliance
	2. Children Feel Safe	2. Full Compliance
	3. Satisfaction with Meals and Snacks	3. Full Compliance
	4. Staff Treatment of Children with Respect and Dignity	4. Improvement Needed
	5. Appropriate Rewards and Discipline System	5. Improvement Needed
	6. Fair Consequences	6. Full Compliance
	7. Children Allowed Private Visits, Calls and Correspondence	7. Full Compliance
	8. Children Free to Attend Religious Services/Activities	8. Improvement Needed
	9. Reasonable Chores	9. Full Compliance
	10. Children Informed About Their Medication	10. Full Compliance
	11. Children Aware of Right to Refuse Medication	11. Full Compliance
	12. Children Free to Receive or Reject Voluntary Medical, Dental and Psychiatric Care	12. Full Compliance
	13. Children Given Opportunities to Plan Activities	13. Full Compliance
	14. Children Participate in Activities (GH, School, Community)	14. Full Compliance
	15. Children Given Opportunities to Participate in Extra-Curricular, Enrichment and Social Activities	15. Improvement Needed
VIII	**Personal Needs/Survival and Economic Well-Being** (8 Elements)	
	1. $50 Clothing Allowance	1. Full Compliance
	2. Adequate Quantity of Clothing Inventory	2. Full Compliance
	3. Adequate Quality of Clothing Inventory	3. Full Compliance
	4. Involvement in Selection of Clothing	4. Full Compliance
	5. Provision of Ethnic Personal Care Items	5. Full Compliance
	6. Minimum Monetary Allowances	6. Full Compliance
	7. Management of Allowance/Earnings	7. Full Compliance
	8. Encouragement and Assistance with Life Book/Photo Album	8. Improvement Needed
IX	**Discharged Children** (3 Elements)	
	1. Children Discharged According to Permanency Plan	Full Compliance (ALL)
	2. Children Making Progress Toward NSP Goals	
	3. Attempts to Stabilize Children's Placement	

X	**Personnel Records (including Staff Qualifications, Staffing Ratios, Criminal Clearances and Training)** (14 Elements) 1. DOJ Submitted Timely 2. FBI Submitted Timely 3. Child Abuse Central Index's Timely Submitted 4. Signed Criminal Background Statement Timely 5. Education/Experience Requirement 6. Employee Health Screening Timely 7. Valid Driver's License 8. Signed Copies of GH Policies and Procedures 9. Initial Training Documentation 10. One-Hour Child Abuse and Reporting Training 11. CPR Training Documentation 12. First-Aid Training Documentation 13. On-going Training Documentation 14. Emergency Intervention Training Documentation	Full Compliance (ALL)

SAND HILL GROUP HOME
CONTRACT COMPLIANCE MONITORING REVIEW

12108 S. Normandie Avenue
Los Angeles, CA 90044
License Number: 191801773
Rate Classification Level: 9

The following report is based on a "point in time" monitoring visit. This compliance report addresses findings noted during the October 2011 monitoring review.

CONTRACTUAL COMPLIANCE

Based on our review, Sand Hill was in full compliance with six of 10 sections of our contract compliance review: Facility and Environment; Maintenance of Required Documentation and Service Delivery; Health and Medical Needs; Psychotropic Medication; Discharged Children; and Personnel Records. The following report details the results of our review.

LICENSURE/CONTRACT REQUIREMENTS

Based on our review of three children's files and/or documentation from the provider, Sand Hill fully complied with seven of nine elements reviewed in the area of Licensure/Contract Requirements.

Sand Hill did not provide transportation for one child to and from school per the agency program statement and County contract; and did not report a child Absent Without Leave (AWOL) per the Special Incident Report (SIR) via I-Track requirements. The Administrator was not in agreement with the findings.

The OHCMD Monitor reviewed the deficiencies with Sand Hill's Executive Director and Administrator.

The Administrator claimed that the child had a DCFS issued bus pass and was able to use public transportation. It was noted, however, that the child did not attend the local high school; instead, he rode public transportation daily to his high school in downtown Los Angeles. The bus route did not have a stop near the group home and he was required to walk a significant distance back to the group home in the evening hours. The child claimed this was a barrier to participating in after-school activities and he often arrived home late.

The Administrator claimed that staff had attempted to pick him up from the bus stop at the agreed-upon time, but he was often not there and would not notify staff of his whereabouts. The Administrator stated that in the future, she will discuss and ensure she obtains the children's school transportation arrangements in writing from the CSW at the time of placement.

The Administrator reported that she did not submit the AWOL SIR, because she had not considered the child AWOL as the child had returned home at a reasonable time. She understands, however, that AWOLs must be reported immediately. The Administrator attended the October 2012 SIR training conducted by the OHCMD and the OHCMD Monitor discussed information and answered questions the Administrator had regarding the training. The Monitor provided clarification regarding SIR reporting policies.

Recommendations:

Sand Hill Group Home management shall ensure:

1. They provide for the children's transportation needs.

2. SIRs are appropriately documented and cross-reported.

Education and Workforce Readiness

Based on our review of three children's files and/or documentation from the provider, Sand Hill fully complied with seven of eight elements reviewed in the area of Education and Workforce Readiness.

A child was not enrolled in school timely and Sand Hill Administration did not explain why the child was not enrolled in school within three days of placement. The Administrator will ensure children are enrolled in school timely and all efforts to enroll the children in school within three days of placement will be documented.

Recommendations:

Sand Hill management shall ensure:

3. Placed children are enrolled in school timely and efforts to enroll the children in school within three days of placement are properly documented.

Personal Rights and Social/Emotional Well-Being

Based on our review of three children's files and/or documentation from the provider, Sand Hill fully complied with 11 of 15 elements reviewed in the area of Personal Rights and Social/Emotional Well-Being.

The Executive Director and Administrator were not in agreement with and disputed the findings. Although the appeal was denied, Sand Hill agreed to address each of the findings.

One child reported that staff did not treat him with respect and dignity and that he felt staff talked down to him. While conducting the review, the OHCMD Monitor observed the Administrator question a child, who was late arriving home from school, in the presence of the other children. Her voice was loud and her tone was condescending. The Administrator stated that rather than talking across the room to a child or discussing concerns or sensitive issues in the presence of others, she will ensure that she and staff address the children in private. In addition, the Administrator was required to enroll in and complete administrative classes that addressed professionalism, self-awareness, self-discipline and emotional control when working with youth. Sand Hill will also ensure that their will staff receive monthly training that addresses behavioral management and working with youth.

Another child reported that the reward and discipline system was unfair and that points were deducted without explanation. To ensure the point system is fair and that the children are fully informed of their points and loss of points, the Administrator developed a form, which will document each child's points and provide the reasons for the loss of points.

One child reported he was not free to attend religious services and activities of his choice. The Administrator claimed that the child had never requested to attend a specific church or religious services. However, to ensure that information regarding the child's desire to attend religious services is addressed and on file, the Administrator created a form, which will be completed at the time of intake.

One child reported that he was not given the opportunity to participate in school extra-curricular activities. The Administrator stated that she was not aware of the child's participation in any after-school activities. The Administrator stated that she will obtain the CSWs' written confirmation or approval for the children's participation in after-school activities.

Recommendations:

Sand Hill management shall ensure:

4. The staff treat the children with respect and dignity.

5. The rewards and discipline system are appropriate.

6. The children are free to attend religious services of their choice.

7. The children are allowed to participate in activities of their choice.

Personal Needs/Survival and Economic Well-Being

Based on our review of three children's files and/or documentation from the provider, Sand Hill fully complied with seven of eight elements reviewed in the area of Personal Needs/Survival and Economic Well-Being.

Sand Hill did not encourage and assist the children in creating and updating a Life Book/Photo Album, and it was found that some children did not have Life Books/Photo Albums. The Administrator stated that Life Books/Photo Albums and cameras were purchased. The Administrator will ensure that each resident is provided with a Life Book/Photo Album and cameras and staff will be encourage the children weekly to create and update their Life Books/Photo Albums.

Recommendations:

Sand Hill management shall ensure:

8. The children are encouraged and assisted in creating and updating a Life Book/Photo Album.

FOLLOW-UP FROM THE OHCMD'S PRIOR MONITORING REVIEW

Objective

Determine the status of the recommendations reported in our prior monitoring review.

Verification

We verified whether the outstanding recommendations from our prior review were implemented. The last report was issued October 20, 2010.

Results

Sand Hill's prior monitoring report contained seven outstanding recommendations. Specifically, Sand Hill was to ensure the treatment team worked closely with the DCFS County Workers to improve the placed children's academic performance and/or attendance; the NSPs were comprehensive and all the required elements in accordance with the NSP template were addressed; the Group Home maintained sufficient age-appropriate recreational equipment in good condition; Sand Hill obtained the DCFS CSW's authorization to implement the NSP; and the initial medical and dental examinations were timely.

Based on our follow-up of these recommendations, Sand Hill fully implemented the recommendations.

MOST RECENT FISCAL REVIEW CONDUCTED BY THE AUDITOR-CONTROLLER

A fiscal review of Sand Hill has not been posted by the A-C.

SAND HILL GROUP HOME, INC
12108 S. Normandie Ave.
Los Angeles, CA 90044
(323) 777-6153 • (323) 777-7821 fax

June 26, 2012

County of Los Angeles
Dept. of Children and Family Services
Out of Home Care Management Division
9320 Telstar Avenue, Suite 206
El Monte, CA 91731
(626) 569-6819

Attention: Patricia Bolanos-Gonzalez/Edward Preer

RE: CORRECTIVE ACTION PLAN

We are providing the Out of Home Care Management Division (OHCMD) with a Corrective Action Plan (CAP) as requested regarding the findings revealed during the monitoring of our facilities.

FINAL MONITORING REVIEW FIELD EXIT SUMMARY November 7, 2011:

I. LICENSURE/CONTRACT REQUIREMENTS

2. Does the Group Home provide for children's transportation needs? (ie. Visitation, counseling, school, YDS, medical/dental, work, religious services, etc.)

3. Are all Special Incident Reports (SIR's) appropriately documented and cross-reported timely?

Finding:

2. **Sand Hill Group Home did not provide for one child's transportation to and from school, per the program statement and DCFS contract. In addition, the child reported the GH did not transport him to the church of his choice.**

Corrective Action Plan

Sand Hill does not agree with this finding, Child A rode a school bus to and from school. To correct this finding Sand Hill will get the child's school transportation arrangements in writing and signed by the CSW at the time of placement. Per our program statement which states that as part of the agreed upon case plan, residents who have outside jobs or who may be involved in education programs may use public transportation. Sand Hill will continue to provide or make sure transportation is provided for residents going to and from school, medical appointments, religious services, court, probation appointments and other scheduled activities. The children will also be issued monthly bus passes or tokens by their CSW for school transportation, community passes or family visitations. This is essential in helping them with their independent living skills. The person responsible for making sure this is implemented is the administrator.

2b. The child reported the GH did not transport him to the church of his choice. Sand Hill does not agree with this finding, Child A never mentioned to staff that he wanted to attend worship service at his church. To correct this finding, upon placement staff will get in writing from the child and his CSW the church a child attends and if he would like to continue to attend his worship service. On the New Resident Checklist form, it will state the various ways the child can be transported to and from church. Staff will make sure transportation is provided for the child to and from church either by staff, he can ride a bus or a family member may transport him. Sand Hill will keep a record in the child's log the days the child attend and the days he does not want to attend his worship services. The child and staff will sign the record each week verifying the attendance. The persons responsible for making sure this is implemented are the administrator and the executive director.

3. **The GH considered the child AWOL when he did not return home from school timely. However, the GH did not report the child AWOL per the SIR via I-Track requirements.**

Corrective Action Plan

To correct this finding, the administrator attended the OHCMD SIR training in October 2011. After discussing the findings with the monitor, the administrator clearly understands what the reporting requirements are and will train staff on reporting SIR's using the current approved SIR requirements. The SIR's will be documented and reported in a timely manner. The person responsible for making sure this is implemented is the administrator.

IV. EDUCATION AND WORKFORCE READINESS

29. Was the child enrolled in school within three school days after placement or did the Group Home document efforts?

Finding

29. The child was placed in the GH April 12, 2011. The GH did not enroll Child B in school on either April 13, 14, or 15, 201. The school spring break began April 18, 2011. The GH enrolled Child B in school on April 25, 2011.

Corrective Action Plan

To correct this finding, when Sand Hill staff has a problem enrolling a child in school or if there is a delay in him starting school within the 3 day period, we will get it in writing from the school stating the cause for the delay. We will also note the delay on the school enrollment form. If there is a delay where we may need further assistance, we will contact upper management, the DCFS school liaison, the child's educational coordinator, or the school board. The person responsible for making sure this is implemented is the administrator.

VII. PERSONAL RIGHTS AND SOCIAL/EMOTIONAL WELL-BEING

50. Is staff treating children with respect and dignity?

51. Is an appropriate rewards and discipline system in place?

54. Are children free to attend religious services and activities of their choice?

61. Are children given opportunities to participate in age-appropriate, extra-curricular, enrichment, and social activities in which they have an interest?

Finding

50. One child stated that the administrator talked down to him. During the monitoring review, the monitor observed the administrator verbally confront two residents who came home late from school in the presence of the other residents and staff.

Corrective Action Plan

Child A stated that the administrator talked down to him. Sand Hill does not agree with this finding, the administrator does not talk down to the children or put them down for their behavior. Sand Hill does admit that the administrator talked across the room to Child B in front of others when Child B and Child C came home late from school. She said to Child B, "Did I give you permission to stay after school" to keep staff from marking him AWOL.

To correct this finding, the administrator will enroll in an administrative class dealing with working with youth, behavioral management, professionalism, self-awareness, self-discipline and emotional control. Also, staff will have monthly in service training meetings dealing with behavioral management and working with youth. During one of these meetings, staff will be trained not to talk to any child across the room or in front of residents or other staff. Staff will go to the child and talk to him. If it is something that should be said in private, staff will talk to the child privately in his room, outside the residence or away from the premises so no one else will hear the conversation. The person responsible for making sure this is implemented is the administrator and the executive director.

51. One child stated that the administrator and staff do not explain why their points were deducted.

Corrective Action Plan

Sand Hill does not agree with this finding. The children are told why their points are deducted before they sign for their allowance and notes are sometimes left on their bed.

To correct this finding, the point system will be explained to each resident when they are placed into the home. During placement, staff will have the resident sign and date that he read and understand the point system. Sand Hill will develop a form which will list all their deducted points. Staff will explain the deducted points to the resident and have him sign it once he understand why his points were deducted. It will also state, what the resident feel he can do different to change this behavior. The person responsible for making sure this is implemented is the administrator.

54. One child stated that the administrator refused to allow him to attend his home church West Angeles Church of God in Christ. The GH denied the child asked to attend his home church.

Corrective Action Plan

Sand Hill does not agree with this finding, the executive director is responsible for taking the children to church on Sundays.

Child A never mentioned to staff that he wanted to attend worship service at his church. To correct this finding, upon placement staff will get in writing from the child and his CSW the church the child attends and if he would like to continue to attend his church. On the New Resident Check List form, it will state the various ways the child can be transported to and from church. Staff will make sure transportation is provided for the child to and from

church either by staff, he can ride a bus or a family member may transport him. Sand Hill will keep a record in the child's log the days the child attend and the days he does not want to attend his worship services. The child and staff will sign the record each week verifying the attendance. The persons responsible for making sure this is implemented are the administrator and the executive director.

61. One child stated he was not given the opportunity to participate in school extra-curricular activities because he attends school in downtown Los Angeles and the GH refused to pick him up after school.

Corrective Action Plan

Sand Hill does not agree with this finding, Child A's CSW stated when she placed him that he was taking a class after school and would be coming home late from school for several weeks and after that he should come straight home.

To correct this finding, staff will get in writing from the CSW approval for the child to stay after school for tutoring or any extra-curricular activities (sports, dance, etc.). In addition, the CSW will provide an approved transportation plan to meet the child's need for transportation to and from school. Sand Hill will also get a statement from the school stating that the resident is enrolled in an after school activity. The person responsible for making sure this is implemented is the administrator.

VIII. PERSONAL NEEDS/SURVIVAL AND ECONOMIC WELL-BEING

69. The children's Life Books were a notebook with blank pages.

Finding

69. The children's Life Books were a notebook with blank pages.

Corrective Action Plan

To correct this finding, upon placement Sand Hill staff will ask the resident if he has a life book. Staff will provide each resident with a life book/photo album if he does not have one. The group home purchases cameras to encourage the children to take pictures of friends, family, staff, during outings, special events, and daily living. Once a week, staff will encourage the children to explore different issues in their life book. They can add drawings, photos (family, friends, etc.) and pictures cut out from a magazine so they will be able to have fond memories of their childhood. The person responsible for making sure this is implemented is the administrator.

Submitted by,
LaRonica Whitehurst
LaRonica Whitehurst
Administrator