COUNTY OF LOS ANGELES
PROBATION DEPARTMENT

9150 EAST IMPERIAL HIGHWAY – DOWNEY, CALIFORNIA 90242

(562) 940-2501

JERRY E. POWERS
Chief Probation Officer

July 11, 2014

TO: Supervisor Don Knabe, Chairman
Supervisor Gloria Molina
Supervisor Zev Yaroslavsky
Supervisor Mark Ridley-Thomas
Supervisor Michael D. Antonovich

FROM: Jerry E. Powers J. P. AB
Chief Probation Officer

SUBJECT: **FUTURE STARS GROUP HOME CONTRACT COMPLIANCE MONITORING REVIEW**

The Department of Probation, Placement Permanency & Quality Assurance (PPQA), Group Home Monitoring (GHM) conducted a review of Future Stars Group Home in November 2013. Future Stars Group Home is located in the Fifth Supervisorial District of Riverside County. Future Stars Group Home provides services to Los Angeles County Probation children and the Department of Children and Family Services (DCFS). According to Future Stars program statement, its purpose is to provide services to girls who are victims of physical abuse, drug and alcohol abuse and are in need of a specialized anger management program.

Future Stars is a six-bed Group Home that provides care for girls 13 - 18 years of age. At the time of this review, Future Stars was providing care for two (2) Los Angeles County Probation children, and there were no DCFS placed children. The placed children's overall average length of stay was two and a half months, and their average age at the time of inspection was 16.5 years old.

The interview sample size was two (2) children, which included one child who was on psychotropic medication. This case was reviewed for timeliness of Psychotropic Medication Authorizations and to confirm the required

documentation of psychiatric monitoring. Additionally, three (3) discharged children's files were reviewed to assess compliance with permanency efforts, and five (5) staff files were reviewed for compliance with Title 22 Regulations and County Contract Requirements.

SUMMARY

During the PPQA/GHM review, the interviewed children reported feeling safe at Future Stars, and that they were provided with good care and appropriate services, were comfortable in their environment and treated with respect and dignity. Future Stars was in compliance with six (6) of the 10 areas of our Contract Compliance Review: Licensure/Contract Requirements; Education and Workforce Readiness; Health and Medical Needs; Psychotropic Medication; Personal Rights and Social/Emotional Well-Being; and Discharge Children.

However, deficiencies were noted in the areas of Facility and Environment, Maintenance of Required Documentation Service Delivery, Personal Needs/Survival and Economic Well-Being and Personnel Records. Future Stars had a minor repair issue and agreed to correct the deficiency noted at the site. Future Stars also needs to ensure that all Needs and Service Plans contain the required signatures and that all personnel have timely health screening forms in the files. Lastly, Future Stars needed to ensure that all placed children receive Life Books and that they are encouraged to place pictures/certificates into their books monthly.

REVIEW OF REPORT

On January 24, 2014, Probation PPQA Monitor RaTasha Smith held an Exit Conference with Monica Williams, Assistant Administrator. Ms. Williams agreed with the review findings and recommendations and was receptive to implementing systemic changes to improve their compliance with regulatory standards, as well as address the noted deficiencies in a Corrective Action Plan (CAP).

A copy of this compliance report has been sent to the Auditor-Controller and Community Care Licensing.

Future Stars provided the attached approved CAP addressing the recommendations noted in this compliance report. A follow-up visit was conducted and all deficiencies cited in CAP were corrected or systems were put

in place to avoid future deficiencies. Assessment for continued implementation of recommendations will be conducted during the next monitoring review.

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

JEP:MEP:REB
LCM:sy

Attachments (3)

c: William T Fujioka, Chief Executive Officer
Sachi A. Hamai, Executive Officer, Board of Supervisors
Brence Culp, Chief Deputy, Chief Executive Office
John Naimo, Acting Auditor-Controller
Phillip L. Browning, Director, Department of Children and Family Services
Latasha Howard, Probation Contracts
Rhonda David-Shirley, Out-of-Home-Care Management, DCFS
Diana Flaggs, DCFS Contracts
Audit Committee
Sybil Brand Commission
Community Care Licensing
Sarah Wright, Executive Director, Future Stars
Georgia Mattera, Public Safety, Chief Executive Office
Chief Deputies
Justice Deputies

FUTURE STARS GROUP HOME
CONTRACT COMPLIANCE MONITORING REVIEW SUMMARY

406 Myrtlewood Dr.
Calimesa, CA 92320
License # 366408739
Rate Classification Level: 11

	Contract Compliance Monitoring Review	**Findings: November 2013**
I	**Licensure/Contract Requirements** (9 Elements) 1. Timely Notification for Child's Relocation 2. Transportation Needs Met 3. Vehicle Maintained In Good Repair 4. Timely, Cross-Reported SIRs 5. Disaster Drills Conducted & Logs Maintained 6. Runaway Procedures 7. Comprehensive Monetary and Clothing Allowance Logs Maintained 8. Detailed Sign In/Out Logs for Placed Children 9. CCL Complaints on Safety/Plant Deficiencies	Full Compliance (ALL)
II	**Facility and Environment** (5 Elements) 1. Exterior Well Maintained 2. Common Areas Maintained 3. Children's Bedrooms 4. Sufficient Recreational Equipment/Educational Resources 5. Adequate Perishable and Non-Perishable Foods	1. Full Compliance 2. Full Compliance 3. Improvement Needed 4. Full Compliance 5. Full Compliance
III	**Maintenance of Required Documentation and Service Delivery** (10 Elements) 1. Child Population Consistent with Capacity and Program Statement 2. County Worker's Authorization to Implement NSPs 3. NSPs Implemented and Discussed with Staff 4. Children Progressing Toward Meeting NSP Case Goals 5. Therapeutic Services Received 6. Recommended Assessment/Evaluations Implemented 7. County Workers Monthly Contacts Documented 8. Children Assisted in Maintaining Important Relationships 9. Development of Timely, Comprehensive Initial NSPs with Child's Participation 10. Development of Timely, Comprehensive, Updated NSPs with Child's Participation	1. Full Compliance 2. Full Compliance 3. Improvement Needed 4. N/A 5. Full Compliance 6. Full Compliance 7. N/A 8. Full Compliance 9. Full Compliance 10. N/A

IV	**Educational and Workforce Readiness** (5 Elements) 1. Children Enrolled in School Within Three School Days 2. GH Ensured Children Attended School and Facilitated in Meeting Their Educational Goals 3. Current Report Cards Maintained 4. Children's Academic or Attendance Increased 5. GH Encouraged Children's Participation in YDS/ Vocational Programs	Full Compliance ALL)
V	**Health and Medical Needs** (4 Elements) 1. Initial Medical Exams Conducted Timely 2. Follow-Up Medical Exams Conducted Timely 3. Initial Dental Exams Conducted Timely 4. Follow-Up Dental Exams Conducted 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** (13 Elements) 1. Children Informed of Group Home's Policies and Procedures 2. Children Feel Safe 3. Appropriate Staffing and Supervision 4. GH's efforts to provide Meals and Snacks 5. Staff Treat Children with Respect and Dignity 6. Appropriate Rewards and Discipline System 7. Children Allowed Private Visits, Calls and Correspondence 8. Children Free to Attend or not Attend Religious Services/Activities 9. Reasonable Chores 10. Children Informed About Their Medication and Right to Refuse Medication 11. Children Free to Receive or Reject Voluntary Medical, Dental and Psychiatric Care 12. Children Given Opportunities to Plan Activities in Extra-Curricular, Enrichment and Social Activities (GH, School, Community) 13. Children Given Opportunities to Participate in Extra-Curricular, Enrichment and Social Activities (GH, School, Community)	Full Compliance (ALL)

VIII	**Personal Needs/Survival and Economic Well-Being** (7 Elements) 1. $50 Clothing Allowance 2. Adequate Quantity and Quality of Clothing Inventory 3. Children's Involved in Selection of Their Clothing 4. Provision of Clean Towels and Adequate Ethnic Personal Care Items 5. Minimum Monetary Allowances 6. Management of Allowance/Earnings 7. 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. Improvement Needed
IX	**Discharged Children** (3 Elements) 1. Children Discharged According to Permanency Plan 2. Children Made Progress Toward NSP Goals 3. Attempts to Stabilize Children's Placement	Full Compliance (ALL)
X	**Personnel Records** (7 Elements) 1. DOJ, FBI, and CACIs Submitted Timely 2. Signed Criminal Background Statement Timely 3. Education/Experience Requirement 4. Employee Health Screening/TB Clearances Timely 5. Valid Driver's License 6. Signed Copies of Group Home Policies and Procedures 7. All Required Training	1. Full Compliance 2. Full Compliance 3. Full Compliance 4. Improvement Needed 5. Full Compliance 6. Full Compliance 7. Full Compliance

FUTURE STARS YOUTH SERVICES GROUP HOME
CONTRACT COMPLIANCE MONITORING REVIEW
FISCAL YEAR 2013-2014

SCOPE OF REVIEW

The purpose of this review was to assess Future Stars Youth Services Group Home's compliance with the County contract and State regulations and include a review of the Group Home's program statement, as well as internal administrative policies and procedures. The monitoring review covered the following 10 areas:

- Licensure/Contract Requirements
- Facility and Environment
- Maintenance of Required Documentation and Service Delivery
- Educational and Workforce Readiness
- Health and Medical Needs
- Psychotropic Medication
- Personal Rights and Social Emotional Well-Being
- Personal Needs/Survival and Economic Well-Being
- Discharged Children
- Personnel Records

For the purpose of this review, two (2) placed children were selected for the sample; both were Probation children. There were no Los Angeles County DCFS children placed at the time of the review. Placement Permanency & Quality Assurance (PPQA), Group Home Monitoring (GHM) interviewed each child and reviewed their case files to assess the care and services they received. Additionally, three (3) discharged children's files were reviewed to assess Future Stars compliance with permanency efforts; all three (3) were Probation since there were no DCFS children discharged during this period. At the time of the review, one (1) of the placed children in the sample was prescribed psychotropic medication. PPQA/GHM reviewed her case files to assess for timeliness of Psychotropic Medication Authorizations (PMAs) and to confirm the required documentation of psychiatric monitoring.

PPQA/GHM reviewed five (5) staff files for compliance with Title 22 Regulations and County contract requirements, and conducted a site visit to assess the provision of quality of care and supervision.

CONTRACTUAL COMPLIANCE

The following four (4) areas were out of compliance.

Facility and Environment

During the facility inspection, there were some minor deficiencies in the children's bedrooms. In bedroom #1, there was graffiti in the closet.

Recommendation

1. Future Star's management shall ensure that the aforementioned deficiencies cited will be corrected in a timely fashion.

Maintenance of Required Documentation and Service Delivery

The initial NSP's that were reviewed were comprehensive and developed timely. One child's NSP did not have the children or the staff's signature present. Neither child had been there long enough to require an updated NSP; therefore, the elements related to child progressing towards their goals and updated NSPs is non-applicable (N/A).

Maintenance of Required Documentation and Service Delivery only applies to the information found in the NSP's. Case Worker monthly contact is only required in the updated NSP's. The initial NSP does not require documentation of case worker contact and the children were not placed long enough to require an updated NSP; therefore, the element related to County Worker's Monthly Contacts is N/A.

Recommendation

1. Future Stars management shall ensure that all NSP's contain all the required signatures.

Personal Needs/Survival and Economic Well-Being

During the monitoring review, the Group Home was not able to produce the Life Books for the children. Group Home staff reported that the books were issued to the children, but they were unable to locate them at the Group Home. Group Home staff reported that the children may have taken their life books home with them when they went on home pass; however, during the child interviews, the children were not aware of what a life book was. The child interviews also revealed that the children did not have life books.

Recommendation

1. Future Stars management shall ensure that all placed children have life books and that they incorporate the books into their monthly Group Home schedule.

Personnel Records

Out of the five (5) Personnel files that were reviewed, two (2) of the employees' health screen forms were dated after their hire date, and one (1) of the five (5) employee's health screen form was not present in the file.

Recommendation

1. Future Stars management shall ensure that all new hires health screen forms are dated prior to their start date

PRIOR YEAR FOLLOW-UP FROM THE PROBATION PPQA/GHM GROUP HOME CONTRACT COMPLIANCE MONITORING REVIEW

PPQA/GHM's last compliance report dated, June 9, 2014, identified three (3) recommendations.

Results

Based on the follow-up, Future Stars fully implemented the previous recommendations for which they were to ensure that:

- Repair the minor bedroom deficiencies
- Develop comprehensive NSP's
- Ensure that all employees have timely criminal background statements completed

MOST RECENT FISCAL REVIEW CONDUCTED BY THE AUDITOR-CONTROLLER

A fiscal review of Future Stars has not been posted by the Office of the Auditor-Controller, as of the date of this report.

Future Stars, inc.

February 24, 2014

Los Angeles County Probation Department
11701 S. Alameda St.
Lynwood, CA. 90262

RE: Group Monitoring Review CAP 2013-2014

Dear DPO RaTasha Smith,

Attached is the CAP for deficiencies noted in the review.

Sincerely,

Sarah Wright

Future Stars, Inc.
406 Myrtlewood St. Calimesa, CA 92320 | 909.795.4713 (o)

Future Stars, inc.

GROUP HOME MONITORING REVIEW CAP 2013-2014

II. FACILITY AND ENVIROMENT

12. Are the children's bedrooms well maintained? (SAFETY)

The very small Graffiti was removed from inside the closet.

III. MAINTENANCE OF REQUIRED DOCUMENTATION AND SERVICE DELIVERY

13. Are NSP's implemented and discussed with the group home staff? (WELL-BEING)

We will ensure that all required signatures are documented. We will discuss all NSP's at the time of our Treatment team meetings which are conducted on a monthly basis

VIII. PERSONAL NEEDS/SURVIVAL AND ECONOMIC WELL-BEING

55. Are children encouraged and assisted in creating and updating a life book/photo album? (PERMANENCY)

Staff will take pictures of youth while on recreational activities and will be responsible for developing pictures. We will encourage the youth during craft/game time to place pictures/ certificates in their personal life-books that have been given to them from staff.

X. PERSONNEL RECORDS

62. Have employees received timely health screening/TB clearance? (SAFETY)

It is standard procedure that all Future Stars employees have their health screening/TB clearance completed within 30-days of employment. However these 3-employees had their health screening/TB testing repeated due to file damage "faded unable to read". We will continue to ensure that all health screening/TB testing are completed within 30 days of employment with our agency.

Sarah Wright, Director

2/24/14

Date