



**JERRY E. POWERS**  
Chief Probation Officer

## COUNTY OF LOS ANGELES PROBATION DEPARTMENT

9150 EAST IMPERIAL HIGHWAY – DOWNEY, CALIFORNIA 90242  
(562) 940-2501



May 20, 2013

TO: Each Supervisor

FROM: Jerry E. Powers   
Chief Probation Officer

SUBJECT: **BOYS/GIRLS REPUBLIC GROUP HOME CONTRACT  
COMPLIANCE MONITORING REVIEW**

Board of Supervisors  
GLORIA MOLINA  
First District  
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Chairman-Second District  
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We have completed a review of Boys/Girls Republic Group Home, operated by Boys Republic, Inc. The Group Home contracts with the Los Angeles County Probation Department.

Boys/Girls Republic Group Homes consists of five (5) separate residential sites that include a 143-bed facility at the Main Campus, along with two (2) fourteen-bed Independent Living Program (ILP) sites in Chino Hills, two (2) twenty-bed residences at the Orange County and Silverlake sites, one (1) ten-bed residence at the Pomona site, and one (1) eight-bed Girls residence in Monrovia, which provide services and care for boys and girls placed by the Los Angeles County Probation Department and Out of County Probation Departments. Of the five (5) sites, four (4) sites provide services for boys ages 13-18 years old and one (1) site provides services for girls ages 12-17 years old, who exhibit behavioral, social, emotional, and psychological difficulties.

At the time of this monitoring review in October of 2012, Boys/Girls Republic Group Homes was providing services for 115 children from the Los Angeles County Probation Department, and 50 children from the Riverside, San Bernardino, Orange, Alameda, and Contra Costa County Probation Departments. For this review, ten (10) case files were reviewed, and ten (10) child interviews were conducted. Three (3) discharged files were reviewed, and five (5) personnel files were reviewed. In addition, two (2) children were taking psychotropic medications, and their files were reviewed for timely Psychotropic Medication Authorizations (PMA) and required monitoring.

Boys/Girls Republic Group Homes are located in the Los Angeles, Orange, and San Bernardino Counties. Boys/Girls Republic sites are located in the following districts: Main Campus –

San Bernardino County Fourth District, Orange County Residence – Orange County First District, Silverlake and Pomona Residences – Los Angeles County First District, and Girls Residence – Los Angeles County Fifth District.

### **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. To date, a current Auditor Controller Fiscal Review has not been conducted.

### **SUMMARY**

Based on the children's interviews and review of 10 current Probation files, as well as three (3) Discharged Probation children's files, the contents of the Needs and Services Plans and/or documentation provided by the agency, Boys/Girls Republic Group Home is providing the services as outlined in the Program Statement. However, there are numerous deficiencies detailed in the "Notable Findings" section that requires an immediate Corrective Action Plan (CAP). The Group Home is out of compliance in the areas of "Licensure/Contract Requirements" related to visitor's logs, "Facility and Environment", related to immediate repairs and replacements, "Maintenance of Required Documentation and Service Delivery" related to Needs and Services Plans (NSPs), "Health and Medical Needs" related to initial medical and dental examinations, "Personal Needs/Survival and Economical Well-Being" related to clothing allowance and life books.

### **NOTABLE FINDINGS**

Of the above findings, the most notable are detailed as follows:

- No Sign-In/Sign-Out Logs at the Girls Republic site for probation caseworkers, therapists or visitors.
- Numerous interior/exterior areas in need of repair or replacement such as missing J-Box cover exposing wires, loose staircase handrail, torn window screens and torn carpet.
- Numerous deficiencies in bedrooms and bathrooms in need of repair such as damaged or loose toilet seats, cracked countertop, holes and cracks in walls, damaged window blinds and presence of mold in bathroom at one site.
- NSP reports were not comprehensive, lacking attention to details and accuracy.

- Initial 30-Day and Quarterly NSP missing Permanency Planning and Independent Living Skills outcome goals.
- All Initial 30-Day and Quarterly NSP reports did not list the required headings for Specific Goal, Plan, Method, and Responsible Person.
- Initial 30-Day and Quarterly NSP reports did not contain a Concurrent Case Plan Goals.
- One child received his initial medical exam 60 days late and there was no documentation that he received his initial dental exam.
- Clothing allowance deferment form not maintained since clothing allowances are provided on a tri-monthly basis.
- Children at the Silverlake and Pomona sites were not receiving life books/photo albums.

### **EXIT CONFERENCE**

#### **In attendance:**

Leng Lim, Los Angeles County Probation Monitor  
Chris Burns, Executive Director  
Lance Parks, Associate Director  
Robert Faulk, Associate Director  
Bruce Oliver, Admissions Director and Quality Control  
Sterling Scott, Human Resource Director  
Robert Cole, Supervising Caseworker  
Duffy Blau, Treatment Director  
Heidi Madris, ILP Supervisor

#### **Highlights:**

The exit conference was held on October 29, 2012. The deficiencies were thoroughly addressed, and the representatives present were in agreement with the review findings. Executive Director Burns and the representatives present all understood the importance of compliance with the Master Agreement Contract for Group Home Foster Care Services and agreed to make the necessary corrections, as recommended. A follow up visit was conducted November 29-30, 2012, to ensure that all deficiencies have been corrected. The results of the follow-up visit, which can be found in detail on the final page of the "Compliance Review" section, are as follows: sign-in/sign out logs are now at all sites, interior and exterior repairs and/or replacements have been completed, the Corrective Action Plan detailed how future Needs and Service Plans will be case-specific, comprehensive and completed in a timely manner and how they will ensure that all children receive their medical and dental exams in a timely manner and all children now have Life Books and they are assisted with maintaining them.

Each Supervisor  
May 20, 2013  
Page 4 of 4

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

JEP:REB:LCM:ed

Attachments (3)

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  
Phillip L. Browning, Director, Department of Children and Family Services  
Public Information Office  
Audit Committee  
Sybil Brand Commission  
Jean Chen, Community Care Licensing  
Lenora Scott, Regional Manager, Community Care Licensing  
Chris Burns, Executive Director, Boys/Girls Republic  
Georgia Mattera, Public Safety, Deputy Chief Executive Officer  
Chief Deputies  
Justice Deputies

**BOYS/GIRLS REPUBLIC GROUP HOMES PROGRAM  
CONTRACT COMPLIANCE MONITORING REVIEW**

**Main Campus**  
1907 Boys Republic Drive  
Chino Hills, CA 91709  
License Number: 360900096  
Rate Classification Level: 5

**Boone/Combs House (ILP)**  
1907 Boys Republic Drive  
Chino Hills, CA 91709  
License Number: 366400037  
Rate Classification Level: 4

**Orange County Residence**  
206 West 15<sup>th</sup> Street  
Santa Ana, CA 92701  
License Number: 300600097  
Rate Classification Level: 4

**Silverlake Residence**  
1815 Redcliff Street  
Los Angeles, CA 90026  
License Number: 191800953  
Rate Classification Level: 4

**Girls Republic**  
184 North Ivy Avenue  
Monrovia, CA 91016  
License Number: 191592695  
Rate Classification Level: 10

**LICENSURE/CONTRACT REQUIREMENTS**

Based on our review of 10 Probation children's files, interviews with 10 children, three (3) Probation Discharged files and documents provided by the agency, Boys/Girls Republic Group Homes are in compliance with seven (7) out of nine (9) elements in the area of "Licensure/Contract Requirements". The two (2) areas of non-compliance are "CCL Citations for safety/plant deficiencies" and "Detailed sign in/out log for children".

Boys/Girls Republic Group Homes notifies all required agencies in a timely manner when a child is relocated. The Group Home provides all transportation needs for the children such as to and from medical appointments, Independent Living Program (ILP) classes, community activities, outings, and clothing purchases. Boys/Girls Republic Group Homes document and completes all Special Incident Reports (SIRs) in a timely manner and submits the SIR through the I-Track system. In addition to submitting the I-Tracks, Boys/Girls Republic Group Homes also contacts the Probation Department's Group Home Monitor (GHM) Unit, Officer of the Day (OD) Line, to report AWOLs, 7-Day Notices, detentions, behavior and serious incidents.

A review of the "Client Roster" population chart reflects that Boys/Girls Republic Group Homes are in compliance with the licensing capacity for children placed at each sites. The Disaster Drill Logs for all sites were reviewed and in compliance. The most recent disaster drills conducted was in the month of October 2012. Boys/Girls Republic Group Homes conduct fire and emergency disaster drills on a monthly basis with the exception of the Main Campus, where the emergency disaster drills are conducted by the school on a yearly basis. The Group Homes maintains a "Runaway Procedure" for all sites, and the guidelines are in accordance with the Probation Department's Placement Coordinating Memorandum (PCM). There was one (1) citation issued by Community Care Licensing (CCL) for the Main Campus on October 20, 2011, for not being in compliance with the staff to client ratio in accordance with the Group Home's Program

Statement. The deficiency has since been resolved by Boys/Girls Republic, where a Corrective Action Plan (CAP) was submitted and approved by CCL and Probation.

Boys/Girls Republic Group Homes maintain a clothing allowance log that reflects the amount of the allowances received, spent, and carried over. Boys/Girls Republic Group Homes maintain a detailed sign-in/sign-out log for children; however, the Girls Republic Residence did not have a sign-in/sign-out log for probation caseworkers, therapists, and visitors at the time of the site visit. Additionally, the Ombudsman posters were displayed appropriately at all sites, except for the Silverlake Residence site. However, the agency took immediate action to ensure it was posted immediately.

**Recommendations:**

1. Boys/Girls Republic Group Homes shall ensure that citations received by Community Care Licensing are corrected immediately and that staff to client ratio remain in accordance with the Group Home Program Statement.
2. Girls Republic Residence shall create and maintain a comprehensive Visitor's Sign-In/Sign-Out Log Book for probation caseworkers, therapists, and visitors.

**FACILITY AND ENVIRONMENT**

Based on our walk through inspection at each Group Home sites, Boys/Girls Republic Group Homes are in compliance with three (3) of the six (6) elements in the area of "Facility and Environment". The three (3) areas of non-compliance are "Exterior Well Maintained", "Common Quarters Maintained", and "Children's Bedrooms/Interior Maintained".

Boys/Girls Republic Group Homes sites are located in a residential community in the Los Angeles, Orange, and San Bernardino counties. The Main Campus is located in the City of Chino Hills. The Main Campus was established in 1909 and occupies 200 acres of farmland that consists of six (6) children's living cottages (Laws, Graves, McCormick, Brewer, Fowler, and Hunt), two (2) Independent Living Program (ILP) housing units (Boone and Combs), eight (8) staff's living quarters, an on-ground high school (Boys Republic High School), a Program Administration office, a dining hall, an on-site probation caseworker's office, a printing shop, a maintenance department and auto shop, a masonry shop, a ceramic shop, a wood shop, a welding shop, a wreath production shop, a full size basketball gym with lockers, a laundry room, a recreational hall, an Olympic size swimming pool, a baseball field, a full track & field, six (6) full size outdoor basketball courts, a volleyball sand court, an on-campus dental office, a chapel, livestock which includes horses, sheep, pigs, chickens, peacocks, and approximately 200 cattle, and an alumni museum featuring children from past placements. The most notable past client was Layla Ali, the daughter of famed boxer, Mohammed Ali.

The Main Campus also houses children who are currently in the Placement Assessment Center (PAC) Unit. Children in the PAC Unit undergo an intensive psychological assessment evaluation within 30 to 45 days of placement and the probation department will determine the appropriate level of placement for the child depending on the services needed. The interior at each cottage at the Main Campus consists of a day room,

community bathrooms, and personal bathrooms. Hunt and Brewer Cottages have 16 bedrooms, McCormick and Fowler Cottages have eight (8) bedrooms, Law's Cottage has nine (9) bedrooms, and Grave's Cottage has 14 bedrooms. Each cottage is similar in design, structure, and decorations. There is a dayroom in each cottage that has a flat screen television, VCR and DVD players, fireplace, wall paintings, and a full set of couches.

The two (2) ILP housing units consist of two (2) separate single family residences. The Combs House has four (4) bedrooms and two (2) bathrooms. There is a burgundy leather couch set, computer, computer table, flat screen television, picture frames, bookshelf, and coffee table in the living room. The kitchen has a stove, microwave, refrigerators, toaster oven, coffee maker, and dishwasher. The dining area has a large wooden table with eight (8) chairs. The Boone House also has four (4) bedrooms and two (2) bathrooms. The living room has a brown U-shape couch set, 46" flat screen television, wooden armoire, DVD and VCR players, wooden coffee table, computer, computer table, bookshelves, artificial plants, and a lamp. The kitchen has a stainless steel stove/oven range, stainless steel French style refrigerator, toaster oven, coffee maker, microwave, and a dishwasher. The dining area also has a large dark wooden dining table with eight (8) chairs.

The Orange County Residence is located in the City of Santa Ana in Orange County. The residence is a two (2) story building with (7) bedrooms and a community bathroom. The building has a large side grass area. The side yard has a basketball court where the children can shoot hoops. The interior of the building consists of a staff's office, large dayroom and recreational room, dining area, kitchen, and two (2) study rooms. The dayroom has three (3) couches, a big screen television, and two (2) DVD players. The recreational room has a piano, foosball table, table tennis, two (2) pool tables, four (4) bicycles, boogie boards, surfboards, and board games such as Monopoly, Taboo, Chess, Checkers, and Sorry. The dining area has a large wooden dining table. The kitchen has tile counter tops, stove, oven, coffee maker, toaster oven, dishwasher and microwave. The refrigerator/freezer is a commercial style walk-in located outside of the kitchen exit.

The Silverlake Residence is located in the City of Los Angeles. The residence is a single story building with six (6) bedroom and three (3) community bathrooms. The side of the building has a very large grassy area and the front and backyard are very small. The opposite side of the yard is the staff's parking lot where there is a basketball court. The interior of the house consists of a living room, kitchen, dining room, recreational room, a small library area, and a staff's office. The living room has a brick fireplace, big screen and a 42" flat screen televisions, DVD player, and two (2) large couches. The recreation room is currently undergoing a complete renovation. There is a foosball table, ping pong table, Olympic weight bench with weights and dumbbells. The kitchen has oak cabinets and commercial stainless steel stove, oven, and sink. The refrigerator/freezer is also a commercial style walk-in located outside of the kitchen exit.

The Pomona Residence is located in the City of Pomona. The home is a two (2) story house with five (5) bedrooms and four (4) bathrooms. The home does not have a front and backyard. The interior of the house consists of a dayroom, kitchen, and a dining area. The dayroom has six (6) maroon arm chairs, three (3) touch screen computers

and two (2) desk top computers, a movie projector and pull down screen, bookcases, 32' flat screen television, and a DVD player. The dining area has a large dining table. The kitchen has a refrigerator, toaster oven, stove, microwave, oven, and granite countertops.

The Girls Republic Residence is located in the City of Monrovia. The home is a two (2) story house with four (4) bedrooms and two (2) bathrooms. There is a huge front and backyard. The backyard has a BBQ grill, swimming pool, and Jacuzzi. The interior of the house consists of a staff office, living room, family room, dining room, study room, and kitchen. The living room has a piano, fireplace, bookcases, sofa set, small table, and several end tables. The family room has a set of couches, a flat screen television, and a large mirror on the wall above the sofa. The dining room has large dining table with eight (8) chairs. The kitchen has two (2) refrigerators, stove range, top and bottom oven, microwave, and a toaster oven.

The interior areas at each Group Home site are all bright and airy with adequate amount of lighting. Each Group Home site utilizes a central heating and air condition system. The interior walls of the Group Home sites were mostly painted white or beige in color. The floorings at all Group Home sites consist of hardwood floors, ceramic tiles or carpets. Each of the Group Home site's dayrooms, living rooms and family rooms are fully complimented with window treatments, artificial flowers, and decorative wall paintings. The Hunt and Brewer Cottages have brand new carpeting that was installed this past summer. The Laws, Graves, McCormick, and Fowler Cottages are scheduled to have new carpeting installed. The community bathrooms at the Fowler, Laws, and Graves were completely renovated this past summer. The McCormick and Hunt Cottage are also scheduled to have the bathrooms completely remodeled. The Silverlake Residence was scheduled to have the entire carpet replaced by the end of October 2012. However, the interior common quarters are in need of repairs or replacements in the following deficient areas:

**Hunt Cottage:**

- Loose left side staircase hand rail in the hallway

**McCormick Cottage:**

- Damaged light switch plate cover missing pieces Upstairs Hallway

**Orange County Residence:**

- One tile missing at the corner of the family room and lampshade holder has a hole in the Family Room .
- Nails protruding from old furniture used as firewood for beach outings in the Study Room. Furniture needs to be removed and stored in a locked location

**Pomona Residence:**

- Paint on the walls is scuffed up in Dining Room
- Low lighting due to missing light bulbs in Study Area



### **Girls Republic:**

- Missing cabinet door under sink in Kitchen

The exterior at each Group Home sites all appeared to be in excellent condition without any signs of deterioration. The front and backyard at each Group Home sites all appears to be very clean and free from any safety hazards. The walkways, driveways, fences, and gates were all in good repair and well maintained. The landscaping surrounding each Group Home sites are adequately maintained and manicured weekly by the agency's maintenance department. There are numerous amounts of big trees, evergreen scrubs, flowers, roses, and plants that are planted along the front, side, and back at each Group Home sites. The landscaping at the Main Campus has a "park like" design similar to a recreational park. The Main Campus also has a farm field that grows zucchinis, pumpkins, corns, beans, tomatoes, garden vegetables, peppers, and watermelon. However, the exterior of the Group Homes are in need of repairs or replacement on the following deficient areas:

### **Silverlake Residence:**

- Golf ball size hole in the back wall of the facility at
- Torn window screen outside of bedroom #5
- Excessive paint chips on lower left side wall of the facility

### **Girls Republic:**

- Torn carpet like material placed near the laundry room and steps leading down to the basement
- Torn window screens outside of the staff's bathroom window, living room side window and bedrooms #1 and #2
- Torn window screen outside of spare bedroom and missing window screen outside of the bathroom window

Each child's bedroom at all Group Home sites consists of a single, double, triple, or quadruple twin size wooden bed frames depending on the size of the rooms. Each bed is fully complemented with pillows, bed sheets and a comforter. The Main Campus utilizes a small personal wooden closet for each child, while the Group Home sites utilize a wooden dresser for the children to store their clothes. The flooring at each child's room is all carpeted. The windows are treated with window blinds to compliment the rooms. In addition, each child's rooms are personalized with pictures of family members, girlfriends, boyfriends, and magazine cut outs of various models, actors, sports athletes and cars. However, the children's bedrooms and community bathrooms are in need of repairs or replacements in the following deficient area:

### **Hunt Cottage:**

- Bedroom #6 at has loose desk top. Desk top is not secured to the metal brackets
- Bedroom #12 has missing electrical outlet plate cover

- Quad #1 has damaged window blinds
- Quad #3 has a missing window blind slate
- Community Bathroom #1 has loose toilet seat, loose toilet partition wall, J-Box missing plate cover, exposing wires and front of the lower bathroom door severely damaged
- Community Bathroom #2 has a cracked toilet seat cover dispenser

**Fowler Cottage:**

- Bedroom #1 has a vent on bedroom door is severely damaged
- Upstairs Community Bathroom has a loose toilet seat

**Brewer Cottage:**

- Aluminum window sill flashing broken off between bedrooms #8 and #9
- Left side of the wooden panel on the bed frame headboard fell apart in Bedroom #10
- Wooden bed frame side rail panel missing piece of wood that was broken off exposing screw in Quad #1

**McCormick Cottage:**

- Damaged electrical outlet; piece of the outlet broken off in Quad #6
- Downstairs Community Bathroom has cracked light cover

**Laws Cottage:**

- Bedroom #9 has damaged window blinds
- Upstairs Community Bathroom has two toilet seats loose and loose urinal stall partition screen
- Downstairs Community Bathroom has two toilet seats loose
- Bedroom #6 has loose baseboard molding by bedroom door
- Bathroom between bedrooms #1 and #3 has loose toilet seat

**Boone House (ILP):**

- Master Bedroom Bathroom has large crack on wall and loose light switch plate cover
- Bedroom (Double bed) has broken ceiling light cover

**Silverlake Residence:**

- Bedroom #1 has two missing electrical outlet plate covers
- Bedroom #2 has missing electrical outlet plate cover
- Bathrooms #1 and #2 have two loose toilet seats

### **Orange County Residence:**

- Small attached room in bedroom #1 has holes in the walls and walls and floors are dirty
- Downstairs bathroom has presence of mold in the ceiling

### **Girls Republic:**

- Upstairs bathroom #1 has cracked counter under the mirror, holes in wall, and light bulb missing
- Upstairs bathroom #2 has missing towel hook (part of a three set), missing light bulbs, and sink faucet leaking water
- Bedroom #1 and #2 has the presence of black dust near ceiling vent and two bottom dresser drawers do not close properly. Bedroom #1 has chipped molding and a screw protruding from the ceiling. Bedroom #2 has damaged window blinds.
- Bedroom #3 has the presence of black dust near ceiling vent and closet door swings.
- Bedroom #4 has damaged ceiling wall near vent

Boys/Republic Group Homes provides the children with adequate perishable and non-perishable foods. The monitor observed significant amounts of various fresh fruits and vegetables at the Main Campus and at each Group Home site during the inspection. The Main Campus employs a Head Chef and several full-time kitchen crews at the dining hall that prepares and provides all meals and snacks for the children. The Head Chef also teaches the culinary arts program and supervises a group of children who are on a paid position working in the kitchen. The Dining Hall has a cafeteria style set-up with two (2) soda dispensers and 50 tables large enough to accommodate 225 people. The kitchen has a huge pantry and commercial walk-in refrigerators and freezers.

In addition to the Dining Hall, Boys/Girls Republic's Main Campus has additional refrigerators in each cottage where the children can access snacks, milk, water, and juices at any time. The refrigerators at all Boys/Girls Republic Residences were fully stocked with milk, juices, meats, and vegetables. There were frozen pizzas, corn dogs, sodas, peanut butter, jam, sandwich meats, eggs, bacon, and sausages. In addition, there were also back-up refrigerators at each site to store enough food such as juices, 4 (four) to five (5) gallons of milk, numerous dozens of eggs, bacon, sausages, salads, cheese, chicken meats, beef steaks, pork chops, shrimp, smoked sausages, pork chorizo, fish, ground beef, lasagna, corn dogs, hamburger patties, French fries, waffles, and bologna to supply the Group Homes for more than a week in the event of an emergency or natural disaster. The non-perishable foods at each Group Home site consist of canned food and packaged meals such as peas, carrots, corns, fruits in syrup, broths, soups, ravioli, sauces, package noodles, dried fruits, pineapples, spices, rice, oatmeal, Hamburger Helper, beans, cake mixes, Mac & Cheese, and mixed nuts.

Boys/Girls Republic Group Homes maintain sufficient amount of recreational equipment that is in good condition and age appropriate at each sites. At the Main Campus, there is an in-door gym that consists of a full size basketball court and locker room, six (6) full-size outdoor basketball courts, a volleyball sand court, a baseball field, a full track for

Track & Field, an Olympic size pool, and a Recreational Center that has six (6) billiard pool tables, an air hockey table, three (3) ping pong tables, three (3) foosball tables and a gym room with a full set of equipment such as bench presses, incline and shoulder press, treadmills, lat pull down, calf raiser and a back machine for the children to enjoy, socialize, and challenge each other to a friendly competition. The Orange County, Silverlake, Pomona, and Girls Republic Residences also maintain sufficient amounts of recreational equipment such as an X-Box and Nintendo Wii video game systems, numerous board games, piano, foosball tables, ping pong tables, pool tables, weight machines, treadmill, pool, basketball half-court, footballs, basketballs, tennis rackets, jump ropes, boogie boards and surf boards.

Boys/Girls Group Homes provides children at each residence with a variety of age appropriate reading and educational materials. Each Group Home residence's reading materials are located in the living rooms and dayrooms. Reading material includes various music and sports magazines, Holy Bibles, dictionaries, cook books, cultural books, Encyclopedia, literatures, Greek mythology, crossword puzzles, and fiction and non-fiction books with authors such as J.K. Rawlings, Daniel Steel, Stephen King, and James Patterson. Boys/Girls Republic Group Homes also provide children at each residence with a computer and printer.

**Recommendations:**

1. Boys/Girls Republic Group Homes shall ensure that the physical deficiencies of the exterior and interior of all Group Home sites as mentioned above be repaired or replaced.
2. Boys/Girls Republic Group Homes shall ensure that the physical deficiencies of the common quarters of all Group Home sites as mentioned above be repaired or replaced.
3. Boys/Girls Republic Group Homes shall ensure that the physical deficiencies of the children's bedrooms and bathrooms at all Group Home sites as mentioned above be repaired or replaced.

**MAINTENANCE OF REQUIRED DOCUMENTATION AND SERVICE DELIVERY**

Based on our review of 10 Probation children's files, interviews with 10 children and documents provided by the agency, Boys/Girls Republic Group Homes are in compliance with seven (7) of 13 elements in the area of "Maintenance of Required Documentation and Service Delivery". The six (6) areas of non-compliance are "NSP Implemented and Discussed with Staff/Parent", "Sample children progressing towards meeting the NSP case goals", "Treatment team develops comprehensive initial NSP with the child" "Recommendation Assessments/Evaluations Implemented (psychological, psychiatric, medical evaluations/assessments)", "Probation Caseworkers Monthly Contact Verified", and "Treatment team develops comprehensive updated NSP with the child".

Boys/Girls Republic Group Home's Program Statement is consistent with the population present in the Group Homes. Boys/Girls Republic Group Homes accepts children that

are wards of the delinquency court on a Suitable Placement Order and provides treatment for children with a history of abuse, delinquency, and mental/psychological health issues.

All 10 children's files reviewed have the Probation Caseworker's authorization to implement the children's Needs and Services Plans (NSPs). The NSPs are discussed with staff and parents, and the children interviewed reported that they participated in their NSPs. However, all Initial 30-Day and Quarterly NSP reports did not contain the parent's signature, and the Group Home could not provide proof of effort on obtaining the necessary signatures. Six (6) of the 10 children's files reviewed are progressing towards meeting their goals as evidenced by their improving grades, negative drug tests, and behavior at the group homes. The other three (3) children's Quarterly NSP reports reviewed, showed that the youths had a hard time adjusting to their programs and achieving their goals by not completing school assignments, disrespectful towards school officials, engaging in gang activities, substance abuse, and physical altercations with peers. One (1) child's file reflected that he was placed only a month ago and an updated NSP report was not complete yet; therefore, the monitor was unable to determine whether the child was progressing towards his goals.

The Initial 30-Day reports were timely but documentation pertaining to the children's goals was not comprehensive and well written, lacking pertinent information such as the Case Plan Goals, Concurrent Case Plan Goals, Incorrect Case Plan Goals, Short Educational Progress Goals", excessive spelling and punctuation errors, incorrect child's name, missing date enrolled in school, holder of educational rights and type of school. Additionally, goals were missing such as, "Permanency Planning" and "Independent Living Skills", and some goals were mixed up with others, for example, substance abuse issues were discussed under the education goal.

The children interviewed reported that they are receiving therapeutic services such as daily group sessions, family sessions, and substance abuse counseling. All children interviewed reported that they do not receive individual counseling. The Boys/Girls Republic's Program Statement was reviewed by the monitor and reflected that the Group Home is not required to provide "Individual Therapy" to the children since the Group Home is a Rate Classification Level (RCL): 5. Children are assessed upon arriving to the Group Home and any additional or further recommended assessments/evaluations are provided to the children by the Group Home's mental health professionals.

All updated NSP reports reviewed reflect that the Probation Caseworkers have made monthly contact with the children and that the Group Home has made monthly contacts with the Probation Caseworkers. However, the NSP reports did not provide the content of what took place or what was discussed during the contact with Probation Caseworkers and Child and also the Group Home with Probation Caseworkers during the quarterly period. The children also reported that their Probation Caseworkers are on-site at the Main Campus and visit them on a monthly basis. The children reported that Boys/Girls Republic Group Homes provides and encourages them in maintaining important relationships with their family members, staff members, peers, and friends.

The updated NSP reports in the child's file were also completed timely; however, those reports reviewed by the monitor were also not comprehensive and lacked pertinent

information such as, two (2) NSP reports did not contain the "Duration" and psychiatrist's contact and notes for children taking psychotropic medications, seven (7) NSP reports did not have a Concurrent Case Plan, all NSP reports did not have the parent's signatures, one (1) report contained the wrong permanency case plan goals, eight (8) NSP reports did not contain the addresses and telephone numbers of the health care providers, three (3) NSP reports contained the wrong child's name, three (3) NSP reports did not provide the Dates/Frequency and Relationship/Details for Phone and Face-to-Face at the Group Home under the "Visitation/Involvement/Contact" section, two (2) NSP reports did not contain the "Permanency Planning" goals, five (5) NSP reports did not contain an "Independent Living Skill" goals, and all NSP reports did not list the Specific goal, Plan to achieve goal, Method to achieve goal, and Person responsible for achieving goal acronyms.

### **Recommendations:**

1. Group Home shall provide re-training for all caseworkers completing the Initial 30-Day and Quarterly NSP reports to ensure that the reports are complete, comprehensive and accurate, detail oriented, child specific, and meets the Specific, Measurable, Attainable, Results Oriented, and Time-Limited (SMART) Goals Guidelines. Refer to the NSP Report Training provided to the Group Home providers by the Probation Department and the Department of Children & Family Services in January 2012 for guidance. Supervising Caseworker/Clinician shall review and approve all Initial 30-Days and Quarterly NSP reports to ensure quality, completeness, and accuracy prior to the report being submitted.

### **EDUCATIONAL AND WORKFORCE READINESS**

Based on our review of 10 Probation children's files, interviews with 10 children and documents provided by the agency, Boys/Girls Republic Group Homes are in full compliance with all eight (8) elements in the area of "Educational and Workforce Readiness".

Boys/Girls Republic Group Homes are in compliance with children enrolling and attending schools within three (3) days after placement or provided documented efforts to enroll the child in school. However, not all of the children were enrolled within three (3) days of placement due to the summer break. Boys/Girls Republic has a fully accredited on-ground non-public high school, with Boys Republic High School located at the Main Campus. The Boys Republic High School is fully operated by the Chino Valley Unified School District and offers a regular high school diploma, AB 167 diploma and a GED certificate. Boys Republic High School offers a wide variety of Regional Occupation Programs (ROP) such as wood shop, masonry shop, welding shop, ceramic class, farming class and landscaping class. Of the 10 children interviewed, seven (7) children at the Main Campus and one (1) child at the Pomona Residence attends the Boys Republic High School. One (1) child at the Silverlake Residence attends an off ground public high school, Marshall High School, and one (1) child at the Orange County Residence also attends an off ground public high school, Santa Ana High School.

Boys/Girls Republic Group Home staff assists the children in meeting their educational goals by advocating different approaches in making their education successful. The children at all sites reported that tutoring services are provided to them at the school for homework assistance. Children at the Orange County Residence have a tutor that comes to the Group Home Monday through Thursday for one and a half hours. The children reported that they also enlist the Group Home staff for assistance with their homework or difficult assignments, if needed. The children reported that there is communication between the Group Home staff and the school to ensure that they are progressing academically and behaviorally such as, attending their teacher/parent conferences and meetings with the principal for any negative behaviors. Eight (8) out of the 10 children were making educational progress by improving their attendance and completing class assignments as evidenced by their NSP reports, while the other two (2) children failed to make progress by not completing school assignments and being removed from classes for disruptive behavior. One (1) child at the Main Campus ILP program graduated Boys Republic High School on August 31, 2012, and has a grade point average (GPA) of 3.05. He has enrolled at Mt. SAC Community College and is waiting to start the next semester. Another child at the Main Campus is scheduled to graduate Boys Republic High School in November 2012, and two (2) more children are also scheduled to graduate high school in the near future. Children interviewed reported that they all plan on graduating high school and enrolling in a community college, trade school, or enlisting in the military.

Children at the Main Campus and all Residential sites are provided with the opportunity to gain paid work experience by working an hour after school during the weekdays and up to four (4) hours during the weekends at the Kitchen, Landscaping, Maintenance, Farm, Print Shop, Wreath Production, Maintenance Department and Laundry Room. The children allowed to work must maintain good citizenship status. Children at the ILP program are allowed to work up to 20 hrs a week.

Boys/Girls Republic Group Homes maintain copies of current and past report cards and IEPs. Of the 10 children's files reviewed, there are two (2) children that required an IEP and two (2) children are of age to attend Independent Living Program (ILP) classes. Children that are eligible for ILP classes attend a six (6) week course at Citrus Community College, Orangewood Children's Foundation, and through several community centers in Ontario and San Bernardino. The children are then presented with a "Certificate" upon completion of the ILP courses. Children reported that the ILP classes covered subjects such as "Money Budgeting", "Life Skills", "Grocery Shopping", "Opening Bank Accounts", "Health Concerns", and "Employment Seeking". The Dining Hall also offers children an opportunity to take an eight (8) week course in "Intro to Food Services", and receive a "Certification" upon completion, which can be used to gain outside employment in the food industry.

Children at the ILP program are responsible for preparing and cooking their own meals on a daily basis as part of their living skills. The children that are not eligible for ILP services reported that they are encouraged to participate in youth development and daily living skills such as, learning positive behavior, personal interactions with staff and peers and performing basic hygiene by washing, grooming and bathing. In addition, the children are also taught how to perform daily chores such as cleaning, sweeping, mopping, and washing laundry.

**Recommendations:**

None

**HEALTH AND MEDICAL NEEDS**

Based on our review of 10 Probation children's files, interviews with 10 children and documents provided by the agency, Boys/Girls Republic Group Homes are in compliance with three (3) of the six (6) elements in the area of "Health and Medical Needs". The areas of non-compliance are "Initial Medical Examination Timely", Initial Dental Examination Conducted", and "Initial Dental Examination Timely".

Of the 10 children interviewed, one (1) child's medical file at the Silverlake Residence revealed that he received his initial medical examination 60 days late. Also, there was no record or documentation to show that the child received his initial dental examination, and the facility manager could not produce any other documentation or provide proof of effort that the child had actually received his initial dental exam. All 10 children reported that they did not have any medical related issues that required a follow-up appointment. The children reported that they have received their follow-up medical appointments in a timely manner.

**Recommendations:**

1. Boys/Girls Republic Group Homes shall ensure that all children's initial medical and dental examinations conducted within 30-days of placement, as required by the Master Agreement Contract for Foster Care Services. In the event the child's initial medical and dental examination could not be conducted within 30-days of placement due to Medi-Cal or any other reasons, the Group Home must provide documented proof of said reasons.

**PSYCHOTROPIC MEDICATION**

Based on our review of 10 Probation children's files, interviews with 10 children and documents provided by the agency, Boys/Girls Republic Group Homes are in full compliance with all elements in the area of "Psychotropic Medication".

Of the 10 children interviewed, two (2) children currently have court ordered authorization for psychotropic medication. The children's psychiatric medical files reviewed at the nurse's station also contained a complete copy of the court filed Psychotropic Medication Authorization (PMA) form. Each child reported that they are routinely seen and assessed by the Group Home's psychiatric provider, they are aware of the purpose of the medication they are taking and felt that the medication was helping them cope with their mental health issues. They also reported that they were aware of their right to refuse the medication and/or to request an appointment with the psychiatrist to change or reassess their situation.

**Recommendations:**

None



## **PERSONAL RIGHTS AND SOCIAL/EMOTIONAL WELL-BEING**

Based on our review of 10 Probation children's files, interviews with 10 children and documents provided by the agency, Boys/Girls Republic Group Homes are in compliance with all 17 elements in the area of "Personal Rights and Social/Emotional Well-Being".

The children at all Boys/Girls Republic sites reported that they were informed of the Group Home's policies and procedures during the orientation process upon arriving at the Group Home. The children reported they were given a copy of the Group Home's policies and procedures to sign, which acknowledges that the policies and procedures were reviewed with them by the Group Home administrators and the facility managers. The children reported that they all feel safe at the Group Homes and are free from intimidation or bullying. The children all reported that they are always supervised by at least four (4) to five (5) staff members during the days and two (2) to three (3) overnight staff for the Main Campus, three (3) to four (4) staff members during the days and two (2) overnight staff for the Silverlake and Orange County residences. For the Pomona and Girls Republic, children reported that they are supervised by two (2) to three (3) staff members during the day and one (1) overnight staff, which meets their Program Statement on staff to client ratio of 1:6 during the days and 1:10 overnight.

The children at all sites reported that they are completely satisfied with the meals and snacks they received at the Group Homes. The children reported eating a variety of meals ranging from American, Italian, and Mexican foods such as lasagna, fried chicken, hamburgers, hot dogs, tacos, burritos, rice, beans, BBQ ribs, gumbo, spaghetti, pastas, pork chops, sausages, steaks, meatloaf, and enchiladas. The children all reported that they are also provided with a variety of candy snacks twice a day. Children at all sites reported that they are very satisfied with their snacks. Children are provided with snacks such as Trail Mixes, Multigrain Bars, Hot Cheetos, Doritos chips, Oreo cookies, Fun Yuns, Rice Crispies, M&Ms, Snickers, Kit Kat, Starburst, Brownies, Goldfish Crackers, Gummy Bears, Twix, and Skittles. In addition, the children reported that they receive a small snack in between their meals such as Cup O' Noodles, Hot Pockets, small sandwiches, corndogs, frozen pizzas and burritos. Children interviewed at all sites reported that they are provided with an abundance of fresh fruits to eat on a daily basis ranging from bananas, apples, oranges, pears, grapes, mangoes, strawberries, honey dews, nectarines, pineapples, peaches, plums, and watermelons,.

The children all reported that they are treated with dignity and respect by the Group Home staff members. The children reported that they receive appropriate rewards and discipline. Boys/Girls Republic Group Homes does not utilize a point or tier system like other Group Homes. Instead, Boys/Girls Republic Group Homes utilizes a traditional "Student Government" level system, which administers and governs much of the day-to-day activities. The first level of attainment is the status of "Citizenship", which takes 21 days to acquire from first day of placement. Once the child has attained and held the status of "Citizenship" and demonstrated their responsibilities, they are eligible for consideration for the next level position of "Councilman". The "Councilman" position is a position where "Citizen" and staff members votes and elect the Councilman. The "Councilman" can now run for the higher position of "Commissioner", an elected position by the Councilmen. The highest level of the Student Government is the position of

"Mayor". The "Mayor's" position is also a voted position by the members of the "Citizens". Children who retain the "Mayor" position have demonstrated the utmost leadership, responsibilities and achievements.

The children reported that discipline is enforced, if they do not follow the rules, by having their status removed and loss of certain privileges, restrictions and participation in certain outings or activities. The children report that the consequences are fair. The children reported that they are allowed to make and receive telephone calls in private and receive unopened mail as long as it is from their approved contact list. The children reported that they are aware of their right to participate in religious services of their choice. Children at the Main Campus are provided with the choice to attend the on-campus non-denominational chapel or choice of churches in the community within their religious faith. Children at the Residential sites attend the local churches in their community. The children reported that their chores are easy and their assignments varied by the week. Examples of daily chores include cleaning, sweeping and mopping of the living room, kitchen, bathrooms and taking out the trash.

The children report that they are informed of the names of their medications and as to why they are taking it. The children reported that they are also aware of their rights to refuse medication. The two (2) children taking psychotropic medications reported that they were aware of what the medication they are taking was for and felt that the medication was helping them cope with their mental health issues. Also, children reported that they are aware of their right to reject voluntary medical, dental and psychiatric care.

All children interviewed reported that they were given the opportunities to participate in planning activities. The children reported that they are provided with the opportunity to participate in activities at the Group Homes, in the community or school and have the choice to participate or not. Children interviewed reported participating in activities such as playing basketball, football, handball, soccer, baseball, volleyball, dodge ball, track & field, swimming, recreational center, YMCA, Teen Center, farmer's market, eating out in the community restaurants, and participating in the Group Home's yearly car show. The children reported that their recent activities were playing basketball and attending the recreational center. The children gave examples of past Group Home outings which they have been out on such as local parks, movies, bowling, beaches, hockey game, whale watching, Speed Zone, UCLA football game, Museum of Tolerance, Museum of Science, lakes, County Fairs, Laser Tag, Raging Waters and libraries. Boys/Girls Republic Group Homes have a recreational activity calendar posted at each of the Group Home sites.

The children indicated they are offered the opportunity to participate in age-appropriate, extra-curricular school activities such as, enrichment and social activities in which they have an interest. Children reported participating in welding, masonry, ceramic classes, visual performing arts, guitar class, wreath production, print shop, culinary arts class at the Chef's Academy in Claremont, landscaping class, farming class where children are taught and learn how to feed and care for farm animals, and playing on the school's baseball and basketball teams.

**Recommendations:**

None

**PERSONAL NEEDS/SURVIVAL AND ECONOMIC WELL-BEING**

Based on our review of 10 Probation children's files, interviews with 10 children and documents provided by the agency, Boys/Girls Republic Group Homes are in compliance with seven (7) of the eight (8) elements in the area of "Personal Needs/Survival and Economic Well-Being". The one (1) area of non-compliance is "Encouragement and Assistance with Life Books".

Boys/Girls Republic Group Homes provides the children with the required \$50 monthly clothing allowance as required by the Master Agreement Contract for Group Home Foster Care Services; however, the funds are collected and provided to the children on a quarterly or tri-monthly basis where the children receives \$150. Although, the children did not object to receiving more over a three (3) month period, they reported that the Group Home did not provide them with a "Clothing Allowance Deferment" form to sign acknowledging that they chose not to receive their clothing allowances on a monthly basis. Once brought to the attention of the Group Home Administrator, they immediately implemented obtaining a signed Deferment form from all youth to ensure that each youth understands that that they get to chose when their clothing allowance is issued to them.

Boys/Girls Republic Group Homes maintains a "Clothing Inventory" that lists the articles of clothing, the value of the clothing and also the purchase date of the clothing. The children reported that they are provided with the opportunity to select their own clothing as long as the clothing are size appropriate, free from offensive language, and non-gang related. Children reported shopping for clothes only at JC Penney's and Kohl's department stores, since the Group Home has an account with those particular stores. The children reported that they have adequate amounts of clothing including socks, underwear, jeans, shorts, shirts, and jackets. The children also reported that the qualities of their clothing are of name brands. Boys/Girls Republic Group Homes also provides the children with adequate and quality personal care items. The children reported that if they desire of certain name brand of personal care items, they are allowed to use their weekly allowances to make such purchases.

Boys/Girls Republic Group Homes provides all children with the required minimum weekly allowances. All children interviewed reported that they received \$30 for their personal allowances at the beginning of each month, which is \$7.50 per week, and they are allowed to withdrawal their money on a weekly basis. The children reported that they are offered opportunity to earn additional allowances ranging from \$1.00 to \$3.50 by performing extra chores or clean ups. The children reported that they are free to manage or spend their weekly allowances as they choose as required by the Master Agreement Contract for Group Home Foster Care Service. The children reported using their allowances to purchase snacks such as popcorn, candies, chips, chewing gum, Twix, Kit Kat, Snickers, ice cream, Jack in the Box, McDonald's, and In N Out. Children also choose to save their personal allowances and help their families with gas and other expenses when they go home on their home passes.

Boys/Girls Republic Group Homes encourage or assist the children in creating and maintaining "Life Books", as required by the Master Agreement Contract for Group Home Foster Care Services. However, children interviewed from the Pomona and Silverlake sites reported that they were never given a "Life Book" or "Photo Album" since being placed.

**Recommendations:**

1. Group Home shall comply with the Master Agreement Contract for Foster Care Services, Section 3.21, which requires that the Group Home provide each child with a "life book" and encourages them in the assisting, creating, and updating of their life books.

**DISCHARGE PLAN**

Based on our review of three (3) discharged Probation child's files, Boys/Girls Republic Group Homes are in compliance with all three (3) elements in the area of "Discharge Plan".

All three (3) children were discharged according to their permanency plan of family reunification. All three (3) children were reunited with their families and met their Needs and Services Plan goals by controlling their negative behaviors, maintaining sobriety, progressing at school and developing interpersonal relationships with their families. The Group Home uses all available resources in attempt to stabilize the child's placement prior to requesting the removal of the child. Examples are implementing weekly team meeting strategies with the Unit Supervisor, facility managers, case workers, probation caseworkers and parent's participation to increase placement stabilization and decrease runaways for each child as noted in the program statement.

**Recommendations:**

None

**PERSONNEL RECORDS**

Base on our review of five (5) staff's files, Boys/Girls Republic Group Homes are in compliance with all 14 elements in the area of "Personnel Records".

All background checks (DOJ, FBI, and CACI) were completed, submitted in a timely manner and all employees signed the criminal background statement. All employees met the educational and experience requirement. A review of the Employee's experience reflects education ranging from high school and college graduates with bachelor's degrees. All employees had received their health screening on time. All employees possess a current valid CA driver's license, and all employees signed copies of the Group Home policies and procedure. All employees received the required initial training and one-hour of training in the area of "Child Abuse Identification and Reporting". Four (4) of the five (5) employees' CPR and First-Aid cards were not in the employee's files. This issue was discussed by the monitor with the Human Resource (HR) Director, who provided documentation which verified that the four (4) employees

have received current CPR and First-Aid Training. The HR Director related that the agency issuing the First-Aid and CPR cards have failed to submit the CPR and First-Aid cards timely. The HR Director is continuously following-up with the issuing agency to ensure that the CPR and First-Aid cards are immediately mailed out. All employees had received their annual on-going training of 20 hours. All employees' files reviewed did not receive emergency intervention training based on Professional Assault Crisis Training (Pro-ACT) due to the fact that the Group Home agency, in accordance with their program statement, does not require the employees to receive emergency intervention training for Pro-ACT. However, Boys/Girls Republic has trained all employees on crisis intervention and staff reacts quickly to protect youth in the event that there is danger to self or others.

**Recommendations:**

None

**AUDITOR CONTROLLER FISCAL REVIEW**

As of the date of this review, there has not been a Fiscal Review completed by the Auditor Controller's Office.

**Recommendations:**

N/A

**FOLLOW-UP VISIT**

On November 29, 2012 and November 30, 2012, a follow-up visit was conducted at Boys/Girls Republic Group Home sites to verify that all recommendations have been completed.

- At the time of the review, the Girls Republic residence did not maintain a visitor's Sign-In/Sign-Out Log Book for the probation caseworkers, therapists, and visitors. The Group Home Administrator has since implemented separate Sign-In/Sign-Out log books for probation caseworkers and therapist/visitors and the probation monitor verified during the follow-up visit that the log books were placed on a small table by the front entrance door for any visitors entering the group home to sign.
- A complete follow-up walk through inspection of the interior and exterior at the Main Campus, ILP House, Silverlake, Girl's Republic, Pomona, and Santa Ana was conducted, and all recommendations have been repaired or replaced. The interior deficiencies had been corrected. The loose toilet seats, loose toilet seat partition door, loose hand rail, loose desk top, loose baseboard molding, loose light switch plate covers, damaged window blinds, missing electrical outlet covers, missing cabinet doors, missing light bulbs, cracked toilet seat cover dispenser, damaged bed frames, crack on wall, broken light cover, missing tiles, holes in walls, mold in the ceiling, black dust by vents, and firewood for the

deficient sites have been removed, replaced, or repaired. The exterior deficiencies also had been corrected. The missing and damaged window screens has been repaired and replaced at the Girl's Republic. The torn carpet material has been removed and discarded.

- The deficiencies on the 30-day Initial and Updated Needs and Services Plans (NSPs) reports were fully addressed by the monitor with Boys/Girls Administrators and Caseworker Supervisor. The Group Home provided a Corrective Action Plan (CAP) where they conducted an extensive re-training with all of their caseworkers to address the areas of deficiencies as indicated in the "Maintenance of Required Documentation and Service Delivery" section. The trainings were conducted on 11/07/12, and the Group Home provided proof of enrollment and training.
- At the time of the review, children at the Pomona and Silverlake residence were not provided with a "life book/photo album" as required by the Master Agreement Contract for Foster Care Services. During the follow-up visit, the monitor was unable to conduct interviews with the two (2) sampled children to determine if they had actually received a life book/photo album. The children have since graduated from their placement program and were no longer at the group homes. However, the monitor physical viewed several other life books/photo albums from children that were recently placed and it contained photographs of family members and items of personal interests. The Group Home also has designated supervisors at each residential site in assisting, creating, maintaining, and updating of the children's life books/photo albums.
- At the time of the review, a child at the Silverlake residence's initial medical examination was 60 days late and there was no record of the child's initial dental examination was completed. During the follow-up visit, the Group Home Administrator provided the monitor with proof of documentation that the child received his dental examination; however, it was not within 30 days of his placement. The Group Home has since instituted a system of documentation to prevent future reoccurrence and ensure that all students receive their initial medical and dental examination within 30 days of placement as required. The Unit Supervisors are responsible for ensuring that role.

**BOYS/GIRLS REPUBLIC GROUP HOME PROGRAM CONTRACT  
COMPLIANCE MONITORING REVIEW- SUMMARY**

	<b>Contract Compliance Monitoring Review</b>	<b>Findings: October/2012</b>
I	<b><u>Licensure/Contract Requirements</u></b> (9 Elements) <ol style="list-style-type: none"> <li>1. Timely Notification for Child's Relocation</li> <li>2. Transportation</li> <li>3. SIRs</li> <li>4. Compliance with Licensed Capacity</li> <li>5. Disaster Drills Conducted/Logs Maintained</li> <li>6. Runaway Procedures</li> <li>7. Allowance Logs</li> <li>8. CCL citations for safety/plant deficiencies</li> <li>9. Detailed sign in/out log for children</li> </ol>	<ol style="list-style-type: none"> <li>1. Full Compliance</li> <li>2. Full Compliance</li> <li>3. Full Compliance</li> <li>4. Full Compliance</li> <li>5. Full Compliance</li> <li>6. Full Compliance</li> <li>7. Full Compliance</li> <li>8. Needs Improvement</li> <li>9. Needs Improvement</li> </ol>
II	<b><u>Facility and Environment</u></b> (6 Elements) <ol style="list-style-type: none"> <li>1. Exterior Well Maintained</li> <li>2. Common Quarters Maintained</li> <li>3. Children's Bedrooms/Interior Maintained</li> <li>4. Sufficient Recreational Equipment</li> <li>5. Sufficient Educational Resources</li> <li>6. Adequate Perishable and Non Perishable Food</li> </ol>	<ol style="list-style-type: none"> <li>1. Needs Improvement</li> <li>2. Needs Improvement</li> <li>3. Needs Improvement</li> <li>4. Full Compliance</li> <li>5. Full Compliance</li> <li>6. Full Compliance</li> </ol>
III	<b><u>Maintenance of Required Documentation and Service Delivery</u></b> (13 Elements) <ol style="list-style-type: none"> <li>1. Child Population Consistent with Program Statement</li> <li>2. Probation Caseworker Authorization to Implement NSPs</li> <li>3. Children's Participation in the Development of NSPs</li> <li>4. NSPs Implemented and Discussed with Staff/Parents</li> <li>5. Sampled children progressing towards meeting the NSP case goals</li> <li>6. Treatment team developed timely <b>initial</b> NSP with the child</li> <li>7. Treatment team develop comprehensive <b>initial</b> NSP with the child</li> <li>8. Therapeutic Services Received (individual, group, substance abuse, etc.)</li> <li>9. Recommendation Assessments/Evaluations Implemented (psychological, psychiatric, medical evaluations/assessments)</li> <li>10. Probation Caseworkers Monthly Contact Verified</li> <li>11. Agency assist the child in maintaining important relationships</li> <li>12. Treatment team develop timely <b>updated</b> NSP with the child</li> <li>13. Treatment team develop comprehensive <b>updated</b> NSP with the child.</li> </ol>	<ol style="list-style-type: none"> <li>1. Full Compliance</li> <li>2. Full Compliance</li> <li>3. Full Compliance</li> <li>4. Needs Improvement</li> <li>5. Needs Improvement</li> <li>6. Full Compliance</li> <li>7. Needs Improvement</li> <li>8. Full Compliance</li> <li>9. Needs Improvement</li> <li>10. Needs Improvement</li> <li>11. Full Compliance</li> <li>12. Full Compliance</li> <li>13. Needs Improvement</li> </ol>

IV	<p><b><u>Education and Workforce Readiness</u></b> (8 Elements)</p> <ol style="list-style-type: none"> <li>1. Child enrolled in school within three (3) days after placement or efforts documented</li> <li>2. Child attends school as required</li> <li>3. Agency facilitates in meeting the child's educational goals (IEP conference, tutoring, parent/teacher conference, homework, etc.)</li> <li>4. Based on services provided, has the child's academic performance and/or attendance increased (improved grades, test scores, promotion to the next level, High School graduated, IEP goals?)</li> <li>5. Current IEPs maintained</li> <li>6. Current copies of the child's report cards or progress cards maintained</li> <li>7. Group Home provides children with opportunities to participate in age appropriate youth development services (YDS) and vocational training programs</li> <li>8. Group Home encourages children's participation in YDS or equivalent programs.</li> </ol>	Full Compliance (ALL)
V	<p><b><u>Health and Medical Needs</u></b> (6 Elements)</p> <ol style="list-style-type: none"> <li>1. Initial medical examinations conducted</li> <li>2. Initial medical examinations timely</li> <li>3. Required follow-up medical examinations conducted timely</li> <li>4. Initial dental examinations conducted</li> <li>5. Initial dental examinations timely</li> <li>6. Required follow-up dental examinations conducted timely</li> </ol>	<ol style="list-style-type: none"> <li>1. Full Compliance</li> <li>2. Needs Improvement</li> <li>3. Full Compliance</li> <li>4. Needs Improvement</li> <li>5. Needs Improvement</li> <li>6. Full Compliance</li> </ol>
VI	<p><b><u>Psychotropic Medications</u></b> (2 Elements)</p> <ol style="list-style-type: none"> <li>1. Current Court Authorization for Administration of Psychotropic Medication or document effort to obtain</li> <li>2. Current Psychiatric Evaluation/Review for each child on psychotropic medication</li> </ol>	Full Compliance (ALL)
VII	<p><b><u>Personal Rights and Social/Emotional Well-Being</u></b> (17 Elements)</p> <ol style="list-style-type: none"> <li>1. Children informed of Group Home's policies and procedures</li> <li>2. Children feel safe at Group Home</li> <li>3. Children supervised by staff</li> <li>4. Group Home provides appropriate staffing and supervision.</li> </ol>	Full Compliance (ALL)



	<ol style="list-style-type: none"> <li>5. Children report satisfaction with meals and snacks</li> <li>6. Staff treats children with respect and dignity</li> <li>7. Appropriate rewards and discipline system in place</li> <li>8. Consequences fair</li> <li>9. Children allowed private visits, make and receive telephone calls and to send and receive unopened correspondence/mail</li> <li>10. Children free to attend religious services and activities of their choice</li> <li>11. Children's chores easy or hard (reasonable)</li> <li>12. Children informed about their medication</li> <li>13. Children aware of their right to refuse medication</li> <li>14. Children free to received or reject voluntary medical, dental and psychiatric care</li> <li>15. Children given opportunities to participate in planning activities</li> <li>16. Children participate in activities, including at the Group Home, in the community or school</li> <li>17. Children given opportunities to participate age-appropriate extra-curricular, enrichment and social activities in which they have an interest</li> </ol>	
VIII	<b><u>Personal Needs/Survival and Economic Well-Being</u></b> (8 Elements) <ol style="list-style-type: none"> <li>1. \$50.00 Clothing Allowance</li> <li>2. Adequate Quantity Clothing Inventory</li> <li>3. Adequate Quality Clothing Inventory</li> <li>4. Involvement in Selection of Clothing</li> <li>5. Provision of Personal Care Items</li> <li>6. Minimum Monetary Allowances</li> <li>7. Management of Allowance</li> <li>8. Encouragement and Assistance with Life Book</li> </ol>	<ol style="list-style-type: none"> <li>1. Full Compliance</li> <li>2. Full Compliance</li> <li>3. Full Compliance</li> <li>4. Full Compliance</li> <li>5. Full Compliance</li> <li>6. Full Compliance</li> <li>7. Full Compliance</li> <li>8. Needs Improvement</li> </ol>
IX	<b><u>Discharge Plan</u></b> (3 Elements) <ol style="list-style-type: none"> <li>1. Children placed at least 30 days, was the child discharged according to the permanency plan</li> <li>2. Children placed at least 30 days, did the child make progress toward meeting their NSP goals</li> <li>3. Group Home using available resources to attempt to stabilize the placement prior to requesting the removal of the child</li> </ol>	Full Compliance (ALL)
X	<b><u>Personnel Records</u></b> (14 Elements) <ol style="list-style-type: none"> <li>1. DOJ submitted timely</li> <li>2. If applicable, FBI submitted timely</li> <li>3. Child Abuse Clearance Index (CACI) submitted timely</li> <li>4. Appropriate employees sign a criminal background statement timely</li> </ol>	Full Compliance (All)

	<ol style="list-style-type: none"> <li>5. Group Home staff who have direct contact with children meet the educational/experience requirements</li> <li>6. Employees received timely health screenings</li> <li>7. Required employees have a valid CA drivers license</li> <li>8. Appropriate Group Home employees signed copies of the Group Home policies and procedures</li> <li>9. Appropriate employees received the required initial training</li> <li>10. Appropriate employees received minimum one-hour training in the area of child abuse identification and reporting</li> <li>11. Appropriate employees received CPR training</li> <li>12. Appropriate employees received First-Aid training</li> <li>13. Appropriate employees received the required annual on-going training</li> <li>14. Appropriate employees received emergency intervention training per the Group Home's program statement</li> </ol>	
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# Boys/Girls Republic Corrective Action Plan for 2012 Monitoring Review

## I. Licensure/Contract Requirements:

1. Girls Republic – No visitor's Sign-in/Sign-out Log Book for Probation Caseworkers/Therapists/Visitors.

***Recommendation: Create and maintain a comprehensive Visitor's Sign-In/Sign-Out Log Book for probation caseworkers, therapists, and visitors.***

**Correction: Girls Republic has created and is maintaining a Visitor's Sign-In/Sign-Out Log Book for probation caseworkers, therapists, and visitors.**

2. Boys Republic (Silverlake) – No Ombudsman sign posted anywhere inside the facility.

***Recommendation: Ombudsman sign must be visibly posted as required by CCL, DCFS, and Probation requirements.***

**Correction: The Silverlake Residence has visibly posted the Ombudsman sign as required.**

## II. Facility and Environment:

### Boys Republic (Main Campus)

#### Hunt Cottage:

1. Hallway: Loose left side staircase hand rail.

***Recommendation: Fasten and secure loose staircase hand rail.***

**Correction: The loose staircase rail has been fastened and secured.**

2. Bedroom #6: Loose desk top. Desk top was not secured to metal brackets.

***Recommendation: Fasten and secure loose desk top to metal brackets.***

**Correction:** *The loose desk top has been fastened and secure to metal brackets.*

3. Bedroom #12: Missing electrical outlet plate cover.

**Recommendation:** *Replace missing electrical outlet plate cover.*

**Correction:** *The missing electrical outlet plate cover has been replaced.*

4. Quad #1: Window blinds damaged.

**Recommendation:** *Replace damaged window blinds with new one.*

**Correction:** *The damaged window blinds have been replaced with new blinds.*

5. Quad #3: Window blinds missing slates.

**Recommendation:** *Replace missing slates or replace with new window blinds.*

**Correction:** *The damaged window blinds have been replaced with new blinds.*

6. Community Bathroom #1: Loose toilet seat. Loose toilet partition wall. One wall missing the J-Box plate cover, exposing wires. Front of the lower bathroom door severely damaged.

**Recommendation:** *Fasten loose toilet seat. Fasten and secure loose toilet partition wall. Replace missing J-Box plate cover. Replace bathroom door.*

**Correction:** *The loose toilet seat has been fastened, the loose toilet partition wall has been fastened and secured, and the J-Box plate cover and bathroom door have been replaced.*

7. Community Bathroom #2: Cracked toilet seat cover dispenser.

**Recommendation:** *Replace cracked toilet seat cover dispenser with new one.*

**Correction:** *The toilet seat cover dispenser has been replaced.*

**Fowler Cottage:**

8. Bedroom #1: Vent on bedroom door is severely damaged.

***Recommendation: Replaced damaged vent on bedroom door.***

**Correction: Damaged vent on bathroom door has been replaced.**

9. Community Bathroom (Upstairs): Loose toilet seat.

***Recommendation: Fasten and secure loose toilet seat.***

**Correction: The loose toilet seat has been fastened and secured.**

**Brewer Cottage:**

10. Bedroom #8 and #9: Aluminum window sill flashing broken off between bedroom #8 and #9.

***Recommendation: Replace broken/damaged aluminum window sill flashing.***

**Correction: The broken aluminum window sill flashing has been replaced.**

11. Bedroom #10: Left side of the wooden panel on the bed frame headboard fell apart.

***Recommendation: Repair wooden panel on bed frame headboard.***

**Correction: The wooden panel on the bed frame has been repaired.**

12. Quad #1: Wooden bed frame side rail panel missing piece of wood that was broken off exposing screw.

***Recommendation: Replace wooden bed frame side rail.***

**Correction: The wooden bed frame side rail has been replaced.**

**McCormick Cottage:**

13. Hallway (Upstairs): Damaged light switch plate cover. Broken and missing pieces.

***Recommendation: Replace damaged light switch plate cover with new one.***

**Correction: The damaged light switch plate cover has been replaced.**

14. Quad #6: Damaged electrical outlet. Piece of the outlet broken off on right side.

***Recommendation: Replace electrical outlet with new one.***

**Correction: The electrical outlet has been replaced.**

15. Community Bathroom (Downstairs): Cracked light cover.

***Recommendation: Replaced cracked light cover.***

**Correction: The cracked light cover has been replaced.**

**Laws Cottage:**

16. Bedroom #9: Damaged window blinds.

***Recommendation: Replace damaged window blinds with new one.***

**Correction: The damaged window blinds have been replaced.**

17. Community Bathroom (Upstairs): Two (2) loose toilet seats. Loose urinal stall partition screen.

***Recommendation: Fasten and secure loose toilet seats and urinal stall partition screen.***

**Correction: The loose toilet seat and urinal stall partition screen have been fastened and secured.**

18. Community Bathroom (Downstairs): Two (2) loose toilet seats.

***Recommendation: Fasten loose toilet seats.***

***Correction: The loosed toilet seats have been fastened.***

**Graves Cottage:**

19. Bedroom #6: Loose baseboard molding on wall by bedroom door.

***Recommendation: Repair loose baseboard molding.***

***Correction: The loose baseboard molding has been repaired.***

20. Bathroom (Between bedrooms #1 and #3): Loose toilet seat.

***Recommendation: Fasten loose toilet seat.***

***Correction: The loose toilet seat has been fastened.***

**Boone House (ILP):**

21. Master Bedroom Bathroom: Large crack on wall. Loose light switch plate cover.

***Recommendation: Repair crack on wall and fasten loose light switch plate cover.***

***Correction: The crack on the wall has been repaired and the light switch plate cover have been fastened.***

22. Bedroom (Double): Broken light cover.

***Recommendation: Replace broken light cover.***

***Correction: The light cover has been replaced.***

**Boys Republic (Silverlake):**

23. Bedroom #1: Two (2) missing electrical outlet plate covers.

***Recommendation: Replace missing electrical plate covers.***

***Correction: The missing electrical plate covers have been replaced.***

24. Bedroom #2: Missing electrical outlet plate cover.

***Recommendation: Replace missing electrical plate covers.***

***Correction: The electrical plate covers have been replaced.***

25. Bathroom #1: Two (2) loose toilet seats.

***Recommendation: Fasten loose toilet seats.***

***Correction: The loose toilet seats have been replaced.***

26. Bathroom #2: Two (2) loose toilet seats.

***Recommendation: Fasten loose toilet seats.***

***Correction: The loose toilet seats have been replaced.***

27. Exterior: Golf ball size hole on the back wall of the facility.

***Recommendation: Repair hole on the back wall.***

***Correction: The hole on the back wall has been repaired.***

28. Exterior: Torn window screen on bedroom #5.

***Recommendation: Repair torn window screen.***

***Correction: The torn window screen has been replaced.***

29. Exterior: Excessive paint chips on lower left wall of the facility.

***Recommendation: Remove paint chip and paint wall.***

***Correction: The paint chips on the wall have been removed and the wall has been painted.***



### **Boys Republic (Orange County):**

30. Bedroom #4: Walls were patched up and not painted.

***Recommendation: Paint patches on wall.***

***Correction: The walls have been patched and painted.***

31. Family Room: Missing tile on the corner of the family room. Lampshade holder has a hole.

***Recommendation: Replace missing tile and repair or replace lampshade holder.***

***Correction: The missing tile has been replaced and the lampshade holder has also been replaced.***

32. Study Room: Nails protruding from wood used for firewood.

***Recommendation: Lock firewood up in a different location where it does not pose a safety hazard where children can trip over or injure themselves from the protruding nails.***

***Correction: The firewood has been removed and firewood is no longer being stored at the residence.***

### **Boys Republic (Pomona):**

33. Bedroom #1 (Small attached room): Holes in the wall. Walls and floors are dirty.

***Recommendation: Repair holes in the wall. Clean walls and floors.***

***Correction: The holes in the wall have been repaired and the walls painted. The floor in the side room is dirty from mostly scuff markings and such. An "area rug" have been placed on the floor to cover the floor.***

34. Dining Room: Paint on the walls is scuffed up.

***Recommendation: Repaint walls.***

***Correction: The walls have been repainted.***

35. Bathroom (Downstairs): Presence of mold in the ceiling.

***Recommendation: Remove mold from the ceiling and disinfect area.***

**Correction: The mold has been removed and the area has been disinfected in the bathroom.**

**Girls Republic (Monrovia):**

36. Kitchen: Missing cabinet door under sink.

***Recommendation: Replace missing cabinet door.***

**Correction: The missing cabinet door has been replaced.**

37. Study Room/Area: Low lighting missing light bulbs.

***Recommendation: Replace missing light bulbs.***

**Correction: The missing light bulbs have been replaced.**

38. Bathroom #1 (Upstairs): Cracked counter under the mirror. Holes in wall.  
Light bulb missing.

***Recommendation: Replaced cracked counter. Repair holes in wall and replace missing light bulbs.***

**Correction: The cracked counter has been repaired, the holes in the wall have been repaired and the missing light bulbs have been replaced.**

39. Bathroom #2 (Upstairs): Missing towel hook (part of a three set). Missing light bulbs. Water leaking from sink faucet.

***Recommendation: Replace missing towel hook. Replace missing light bulbs and repair sink faucet.***

**Correction: The missing towel hook and light bulbs have been replaced. The sink faucet has been repaired.**

40. Bedroom #1: Black dusts near ceiling vent. Two (2) bottom dresser drawers do not close properly. Chipped molding and a screw protruding from the ceiling.

**Recommendation:** *Clean and remove black dusts near ceiling vent. Repair two bottom dresser drawers. Replace chipped molding and remove screw from ceiling.*

**Correction:** The ceiling vent has been cleaned of the black dust. The two identified dresser drawers have been repaired. The Chipped molding has been replaced and the screw has been removed from the ceiling.

41. Bedroom #2: Black dusts near ceiling vent. Damaged window blinds and Dresser drawer does not close properly.

**Recommendation:** *Clean and remove black dusts near ceiling vent. Replace damaged window blinds and repair dresser drawer.*

**Correction:** The black dust has been cleaned and removed near the ceiling vent. The damaged window blinds have been replaced and the dresser drawer has been repaired.

42. Bedroom #3: Black dusts near ceiling vent and closet door swings.

**Recommendation:** *Clean and remove black dusts near ceiling vent and repair closet door from swinging.*

**Correction:** The dust near the ceiling vent has been cleaned and removed and the closet door has been repaired so it does not swing.

43. Bedroom #4: Damaged ceiling wall near vent.

**Recommendation:** *Repair damaged ceiling wall near vent.*

**Correction:** The identified ceiling wall has been repaired.

44. Exterior (Backyard): Torn carpet like material placed near the laundry room and steps that lead down to the basement.

**Recommendation:** *Replace torn carpet like material.*

**Correction:** The torn carpet has been removed.

45. Exterior: Torn window screen outside of staff's bathroom window.

***Recommendation: Repair torn window screen.***

**Correction:** *The torn window screen has been repaired.*

46. Exterior: Torn window screen outside of spare bedroom and missing window screen outside of bathroom window.

***Recommendation: Repair torn window screen and replace missing window screen.***

**Correction:** *The torn window screen has been replaced and the missing screen has been replaced.*

47. Exterior: Torn window screen outside of living room side window.

***Recommendation: Repair torn window screen.***

**Correction:** The torn window screen has been repaired.

48. Exterior: Torn window screen outside of bedroom #1.

***Recommendation: Repair torn window screen.***

**Correction:** The torn window screen has been repaired.

49. Exterior: Torn window screen outside of bedroom #2.

***Recommendation: Repair torn window screen.***

**Correction:** The torn window screen has been repaired.

### **III. Maintenance of Required Documentation and Service Delivery:**

**Correction for all cited items in section III:** *An In-service training was held for all Unit Supervisors and Assistant Supervisors throughout the agency on 11/7/12 regarding the deficiencies cited on NSP's and the proper way to write them. They in turn trained their staff, either on the same day or shortly thereafter. A system of accountability for reports has been further enhanced to ensure that all Needs and Services Plans meet the required standards. This system includes:*

- a. Unit Supervisors are to ensure that all NSP's are reviewed and up to standard in regards to content (including SMART goals, concurrent case plan goals, completed information, etc.), grammar and spelling.
- b. Rob Cole, MA, reviews each report for the same as above and makes sure any deficiencies are corrected.
- c. Any deficiencies in the report are noted and forwarded to an assigned Treatment Director and Associate Director who in turn meet with the Supervisor for accountability and training.

*Also, cottage staff will be obtaining parent signatures and providing parents with copies of the NSP. Clerical staff will track this and report deficiencies to Treatment Directors and the Associate Director.*

1. Majority of the Initial 30-Day and Quarterly NSP Reports are not comprehensive and contained minimal information on updated progress for the child since the Initial 30-Day, and lack detailed information on categories such as the Educational.

***Recommendation: Quarterly/NSPs must be detail and comprehensive under the Specific, Measurable, Attainable, Results Oriented, and Time-Limited (SMART) Goals Guidelines. Refer to the Needs & Services Plan/Quarterly Report Training attended by the providers by the Probation Department and the Department of Children & Family Services in January of 2012.***

2. All initial 30-Day Reports and NSP Quarterly Reports were missing the parent's signatures.

***Recommendation: Group Home shall take every necessary effort to obtain the parent's signature. If the parent's signature cannot be obtained, Group Home must provide proof of effort on obtaining the required signature.***

3. Seven (7) out of 10 Initial 30-Day and Quarterly NSP reports did not have a Concurrent Case Plan Goal, which is required as part of the child's NSP. One (1) child's 4<sup>th</sup> Quarterly NSP Permanency Case Plan Goal remained the same and was not amended when the Family Reunification (F/R) with the father was changed to F/R with the sister. One (1) child's Permanency Case Plan Goal was F/R and the F/R box was not checked off. One (1) child's Permanency Case Plan Goal on the Initial 30-day and 1<sup>st</sup> Quarterly NSP reports was left blank and not completed. The 2<sup>nd</sup> Quarterly NSP Permanency Case Plan Goal was finally completed but the F/R box was incorrectly checked off when the case plan is for PPLA.

***Recommendation: Every child's Initial 30-Day and Quarterly NSP reports must have a Concurrent Case Plan Goal as required in the event the child's Permanency Case Plan Goals have changed during his/her placement. Supervising Clinician/Social Worker shall review and approve all reports to ensure quality and accuracy prior to the report being submitted.***

4. Child's Initial 30-Day and 1<sup>st</sup> Quarterly NSP reports from the Silverlake Residence was missing the "Date of Admission". The Quarterly Report box on the report was not checked off; instead the Initial Plan box was checked off when the report was a 1<sup>st</sup> Quarterly.

***Recommendation: All Initial 30-Day and Quarterly NSP reports must be comprehensive and completed in detail with accuracy. Supervising Clinician/Social Worker shall review and approve all reports to ensure quality and accuracy prior to the report being submitted.***

5. Three (3) out of 10 Initial 30-Day and Quarterly NSP reports had several spelling and punctuation errors. One (1) Initial 30-Day and Quarterly NSP reports had significant amount of spelling and punctuation errors.

***Recommendation: All Initial 30-Day and Quarterly NSP reports must be comprehensive, free from grammatical, punctuation, and spelling errors and completed in detail with accuracy. Supervising Clinician/Social Worker shall review and approve all reports to ensure quality and accuracy prior to the report being submitted.***

6. Two (2) children's Quarterly NSP reports did not list the "Duration" for the psychotropic medications they are currently taking. One (1) of the child's psychotropic medication information was entered on the wrong column. Also, the Quarterly NSP did not contain the child's psychiatric information.

***Recommendation: All Initial 30-Day and Quarterly NSP reports must contain the "Duration", which describes the length of time the child will be taking the psychotropic medication. Supervising Clinician/Social Worker shall review and approve all reports to ensure quality and accuracy prior to the report being submitted.***

7. Eight (8) out of 10 Quarterly NSP reports did not contain the addresses and telephone numbers for the children's medical health care provider on the Medical, Physical, Dental, and Psychological Health Clinic Visits section.

***Recommendation: All Initial 30-Day and Quarterly NSP reports must contain the names of the health care facility, physician's names, addresses, and telephone numbers. Supervising Clinician/Social Worker***

***shall review and approve all reports to ensure quality and accuracy prior to the report being submitted.***

8. One (1) child's Quarterly NSP report contained the child's name but a different child's name was addressed on one section of the report, an indicator that the report was cut and paste. One (1) other child's Quarterly NSP report contained the child's Spanish name throughout the entire report and then used an American name for two (2) paragraphs, confusing the reader that there may be two different children. Another child's Initial 30-Day throughout the 3<sup>rd</sup> Quarterly NSP reports contained the child's name and the 4<sup>th</sup> Quarterly NSP report contained the child's moniker throughout the report.

***Recommendation: All Initial 30-Day and Quarterly NSP reports must be comprehensive and completed in detail with accuracy. Supervising Clinician/Social Worker shall review and approve all reports to ensure quality and accuracy prior to the report being submitted.***

9. One (1) child's Quarterly NSP report did not contain the "Type of School" and "Date Enrolled in School" under the educational section. One (1) child's Quarterly NSP report did not list the child's holder of educational rights.

***Recommendation: All Initial 30-Day and Quarterly NSP reports must contain the name, address, type of school, date enrolled in school, and holder of educational rights. Supervising Clinician/Social Worker shall review and approve all reports to ensure quality and accuracy prior to the report being submitted.***

10. Eight (8) out of 10 Quarterly NSP reports incorrectly responded under the "NSP Treatment & Visitation" section, which states to list treatment services to be provided to youth and those who will participate. (Include transportation accommodations and whether your agency or an affiliated party will provide the services). Group Home did not list the treatment services provided specifically for each child and who are the participant. Instead, the Group Home gave provided a general statement of what services are provided by Boys Republic. Two (2) of the Eight (8) Quarterly NSP reports did not contained the "Visitation Plans" for parent(s), siblings, extended family members, and other significant adults, including frequency, transportation arrangements, any restrictions, etc.

***Recommendation: All Initial 30-Day and Quarterly NSP reports must be comprehensive and completed in detail with accuracy. Supervising Clinician/Social Worker shall review and approve all reports to ensure quality and accuracy prior to the report being submitted.***

11. Three (3) out of 10 Quarterly NSP reports did not provide Dates/Frequency and Relationship/Details for Phone and Face to Face at GH under the "Visitation/Involvement/Contact with Family of Origin/Guardian" section.

***Recommendation: All Initial 30-Day and Quarterly NSP reports must be comprehensive and completed in detail with accuracy. Supervising Clinician/Social Worker shall review and approve all reports to ensure quality and accuracy prior to the report being submitted.***

12. All Quarterly NSP did not describe in details the contacts that the DPO has with child and Contacts that GH has with DPO.

***Recommendation: All Initial 30-Day and Quarterly NSP reports must be comprehensive and completed in detail with accuracy. Supervising Clinician/Social Worker shall review and approve all reports to ensure quality and accuracy prior to the report being submitted.***

13. Two (2) out of 10 Initial 30-Day and Quarterly NSP reports did not contain the mandatory outcome goal of "Permanency Planning" as part of the child's goals.

***Recommendation: All Initial 30-Day and Quarterly NSP reports must be comprehensive and completed in detail with accuracy. Supervising Clinician/Social Worker shall review and approve all reports to ensure quality and accuracy prior to the report being submitted.***

14. Five (5) out of 10 Initial 30-Day and Quarterly NSP reports did not contain the mandatory outcome goal of "Independent Living Skill" as part of the child's goals.

***Recommendation: All Initial 30-Day and Quarterly NSP reports must be comprehensive and completed in detail with accuracy. Supervising Clinician/Social Worker shall review and approve all reports to ensure quality and accuracy prior to the report being submitted.***

15. One (1) child's treatment outcome goals on the Initial 30-Day and Quarterly NSP reports was significantly mixed up that the identifying outcomes goals did not match the specific goal, plan and method for those particular goals.

***Recommendation: All Initial 30-Day and Quarterly NSP reports must be comprehensive and completed in detail with accuracy. Supervising Clinician/Social Worker shall review and approve all reports to ensure quality and accuracy prior to the report being submitted.***



16. All Initial 30-Day and Quarterly reports did not contain the Specific Goal, Plan to achieve goal, Method to achieve goal, and Person responsible for achieving goal.

***Recommendation: All Initial 30-Day and Quarterly NSP reports must be comprehensive and completed in detail with accuracy. Supervising Clinician/Social Worker shall review and approve all reports to ensure quality and accuracy prior to the report being submitted.***

#### **IV. Health and Medical Needs:**

1. Child's initial medical examination from the Silverlake Residence was not timely. Child was placed on 6/20/12, and his initial medical examination was on 9/20/12, 60 days late and the Group Home facility manager could not provide a reason as to why it was so late. There was also no record of child's initial dental examination date in his medical file or documented in the NSP and the facility manager also could not provide documentation whether the initial dental exam was even conducted.

***Recommendation: Group Homes are required to have the children's initial medical and dental examination conducted within 30-days of placement as required by the Master Agreement Contract for Foster Care Services. In the event the child's initial medical and dental examination could not be conducted within 30-days of placement due to Medi-Cal or any other reasons, the Group Home must provide documented proof of said reasons.***

**Correction: Silverlake Residence has instituted a system of documentation to ensure all students receive the initial medical and dental examination will be conducted within 30 days of placement as required. Devon Hosey, the Unit Supervisor will oversee and ensure this takes place.**

#### **V. Personal Needs/Survival and Economical Well-Being:**

1. Children sampled from the Pomona and Silverlake Residence reported that the group home has not provided him with a "life book" or "photo album" since being placed.

***Recommendation: Group Home shall comply with the Master Agreement Contract for Foster Care Services, Section 3.21, which requires that the Group Home provide each child with a "life book" and encourages them in the assisting, creating, and updating of their life books such as participating in regular routine "Group Home Activity" for updating the child's life books.***

**Correction:** All students have been provided life books. Regular time is set aside to provide assistance in creating and updating student life books. Each Unit Supervisor (Tanya Miller for Pomona Residence and Devon Hosey for Silverlake Residence) will assign this task to a caseworker and oversee the completion of this assignment.

2. All children sampled reported that they do not receive a monthly clothing allowance in the amount of \$50, but instead receives a clothing allowance on a tri-monthly basis in the amount of \$150. All children reported that the group home did not provided them with a "Clothing Allowance Deferment" form to sign since they are not receiving the clothing allowances on a monthly basis as required by the Master Agreement Contract for Foster Care Services, Section 3.15.1.

**Recommendation:** Group Homes are allowed to provide children with the clothing allowances on a tri-monthly or quarterly basis as indicated in their Program Statement. However, the Group Home must maintain a "Clothing Allowance Deferment" form, which requires both signatures from the child and the Group Home provider acknowledging the allowance deferment for auditing purposes.

**Correction:** Students are now provided a "Clothing Allowance Deferment" form with the required signatures acknowledging the allowance deferment. Caseworkers who enroll students will make sure they go over the agreement with the student at enrollment and that they sign the form. Clerical staff will follow up and make sure the form is signed and in the student file.



1907 Boys Republic Dr., Chino Hills, CA 91709  
(909) 628-1217

Leng Lim  
Deputy Probation Officer  
Group Home Monitoring and Investigations Unit  
Los Angeles County Probation

November 27, 2012

Dear Lim,

Please find attached the deficiency report with the added corrections under each of your recommendations.

At the beginning of Section III regarding the NSP's I have written a plan of correction and accountability to resolve the deficiencies cited.

We appreciate your visit and assistance in helping us improve the services we provide. If you need any further information, please let me know.

Sincerely,

Lance Parks, LCSW  
Associate Director – Main Campus  
Boys Republic



"The youth of a nation are the trustees of posterity."

-Benjamin Disraeli