



COUNTY OF LOS ANGELES PROBATION DEPARTMENT

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Chief Probation Officer

Board of Supervisors
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June 9, 2014

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Third District

TO: Each Supervisor

DON KNABE
Chairman-Fourth District

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

MICHAEL D. ANTONOVICH
Fifth District

SUBJECT: **NEW CONCEPT GROUP HOME CONTRACT COMPLIANCE
MONITORING REVIEW**

The Department of Probation, Placement Permanency & Quality Assurance (PPQA), Group Home Monitoring (GHM), conducted a review of New Concept Group Home in February 2013. New Concept has one site located in the Second Supervisorial District of Los Angeles County and provides services to Los Angeles County Probation and the Department of Children and Family Services (DCFS) foster children and youth. According to New Concept's program statement, its purpose is to provide services to court dependent children, with behavioral, emotional, and psychological difficulties.

New Concept has one (1) 10-bed site and is licensed to serve a capacity of 10 boys, ages 7 - 18. At the time of this review, New Concept was serving seven (7) Probation children and two (2) DCFS placed children. The placed children's overall average length of placement was 6 months, and their average age was 16 years old. The randomly selected interview sample includes seven (7) youth, five (5) probation and two (2) DCFS youth. There were no youth taking psychotropic medications at the time of this review. Additionally, four (4) discharged children's files, three (3) Probation and one (1) DCFS, were reviewed to assess compliance with permanency efforts. Five (5) staff files were also reviewed for compliance with Title 22 Regulations and County Contract Requirements.

SUMMARY

During the PPQA/GHM review, the interviewed children generally reported feeling safe at New Concept, and that they were provided with good care and appropriate services, were comfortable in his environment and treated with respect and dignity. New Concept was in compliance with nine (9) of the 10 areas of the Contract Compliance Review: Licensure/Contract Requirements; Maintenance of Required Documentation and Service Delivery; Education and Workforce Readiness; Health and Medical Needs; Psychotropic Medication; Personal Rights and Social/Emotional Well-Being; Personal Needs/Survival and Economic Well-Being; Discharged Children; and Personnel Records.

However, one deficiency was noted in the area of Facility and Environment. New Concept needs to remove graffiti from bedroom desks. New Concept supervisory staff was instructed to enhance monitoring in order to eliminate graffiti.

REVIEW OF REPORT

On February 14, 2013, Probation PPQA Monitor Joseph Ninofranco held an Exit Conference with New Concept Director Suretta Small, and Administrator Sharon Flannagan. New Concept representatives agreed with the review findings and recommendations, they were receptive to implementing systemic changes to improve their compliance with regulatory standards and agreed to address the noted deficiencies in a Corrective Action Plan (CAP).

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

New Concept Administration provided the attached approved CAP addressing the recommendations noted in this compliance report. Assessment for implementation of recommendations will be conducted during our next monitoring review.

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

JEP: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 Office
- Wendy Watanabe, Auditor-Controller
- Phillip L. Browning, Director, Department of Children and Family Services
- Latasha Howard, Probation Contracts
- Rhonda David-Shirley, Out-of-Home-Care Management, DCFS
- Diana Flaggs, DCFS Contracts
- Audit Committee
- Sybil Brand Commission
- Community Care Licensing
- Suretta Small, Director, New Concept
- Georgia Mattera, Public Safety, Chief Executive Office
- Chief Deputies
- Justice Deputies

**NEW CONCEPT GROUP HOME
CONTRACT COMPLIANCE MONITORING REVIEW SUMMARY**

New Concept Group Home
4240 West 62nd Street
Los Angeles, CA 90043
License Number: 191800491
Rate Classification Level: 11

	Contract Compliance Monitoring Review	Findings: February 2013
I	<p><u>Licensure/Contract Requirements</u> (9 Elements)</p> <ol style="list-style-type: none"> 1. Timely Notification for Child's Relocation 2. Transportation Needs Met 3. Vehicle Maintained In Good Repair 4. Timely, Cross-Reported SIRs 5. Disaster Drills Conducted & Logs Maintained 6. Runaway Procedures 7. Comprehensive Monetary and Clothing Allowance Logs Maintained 8. Detailed Sign In/Out Logs for Placed Children 9. CCL Complaints on Safety/Plant Deficiencies 	Full Compliance (ALL)
II	<p><u>Facility and Environment</u> (5 Elements)</p> <ol style="list-style-type: none"> 1. Exterior Well Maintained 2. Common Areas Maintained 3. Children's Bedrooms 4. Sufficient Recreational Equipment/Educational Resources 5. Adequate Perishable and Non-Perishable Foods 	<ol style="list-style-type: none"> 1. Full Compliance 2. Full Compliance 3. Improvement Needed 4. Full Compliance 5. Full Compliance
III	<p><u>Maintenance of Required Documentation and Service Delivery</u> (10 Elements)</p> <ol style="list-style-type: none"> 1. Child Population Consistent with Capacity and Program Statement 2. County Worker's Authorization to Implement NSPs 3. NSPs Implemented and Discussed with Staff 4. Children Progressing Toward Meeting NSP Case Goals 5. Therapeutic Services Received 6. Recommended Assessment/Evaluations Implemented 7. County Workers Monthly Contacts Documented 8. Children Assisted in Maintaining Important Relationships 9. Development of Timely, Comprehensive Initial NSPs with Child's Participation 10. Development of Timely, Comprehensive, Updated NSPs with Child's Participation 	Full Compliance (ALL)

IV	<p><u>Educational and Workforce Readiness</u> (5 Elements)</p> <ol style="list-style-type: none"> 1. Children Enrolled in School Within Three School Days 2. GH Ensured Children Attended School and Facilitated in Meeting Their Educational Goals 3. Current Report Cards Maintained 4. Children's Academic or Attendance Increased 5. GH Encouraged Children's Participation in YDS/ Vocational Programs 	Full Compliance (ALL)
V	<p><u>Health and Medical Needs</u> (4 Elements)</p> <ol style="list-style-type: none"> 1. Initial Medical Exams Conducted Timely 2. Follow-Up Medical Exams Conducted Timely 3. Initial Dental Exams Conducted Timely 4. Follow-Up Dental Exams Conducted Timely 	Full Compliance (ALL)
VI	<p><u>Psychotropic Medication</u> (2 Elements)</p> <ol style="list-style-type: none"> 1. Current Court Authorization for Administration of Psychotropic Medication 2. Current Psychiatric Evaluation Review 	Full Compliance (ALL)
VII	<p><u>Personal Rights and Social/Emotional Well-Being</u> (13 Elements)</p> <ol style="list-style-type: none"> 1. Children Informed of Group Home's Policies and Procedures 2. Children Feel Safe 3. Appropriate Staffing and Supervision 4. GH's efforts to provide Meals and Snacks 5. Staff Treat Children with Respect and Dignity 6. Appropriate Rewards and Discipline System 7. Children Allowed Private Visits, Calls and Correspondence 8. Children Free to Attend or not Attend Religious Services/Activities 9. Reasonable Chores 10. Children Informed About Their Medication and Right to Refuse Medication 11. Children Free to Receive or Reject Voluntary Medical, Dental and Psychiatric Care 12. Children Given Opportunities to <u>Plan</u> Activities in Extra-Curricular, Enrichment and Social Activities (GH, School, Community) 13. Children Given Opportunities to <u>Participate</u> in Extra-Curricular, Enrichment and Social Activities (GH, School, Community) 	Full Compliance (ALL)

VIII	<p><u>Personal Needs/Survival and Economic Well-Being</u> (7 Elements)</p> <ol style="list-style-type: none"> 1. \$50 Clothing Allowance 2. Adequate Quantity and Quality of Clothing Inventory 3. Children's Involved in Selection of Their Clothing 4. Provision of Clean Towels and Adequate Ethnic Personal Care Items 5. Minimum Monetary Allowances 6. Management of Allowance/Earnings 7. Encouragement and Assistance with Life Book 	Full Compliance (ALL)
IX	<p><u>Discharged Children</u> (3 Elements)</p> <ol style="list-style-type: none"> 1. Children Discharged According to Permanency Plan 2. Children Made Progress Toward NSP Goals 3. Attempts to Stabilize Children's Placement 	Full Compliance (ALL)
X	<p><u>Personnel Records</u> (7 Elements)</p> <ol style="list-style-type: none"> 1. DOJ, FBI, and CACIs Submitted Timely 2. Signed Criminal Background Statement Timely 3. Education/Experience Requirement 4. Employee Health Screening/TB Clearances Timely 5. Valid Driver's License 6. Signed Copies of Group Home Policies and Procedures 7. <u>All</u> Required Training 	Full Compliance (ALL)

**NEW CONCEPT GROUP HOME
CONTRACT COMPLIANCE MONITORING REVIEW
FISCAL YEAR 2012-2013**

SCOPE OF REVIEW

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

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

For the purpose of this review, seven (7) placed children were selected for the sample, five (5) Probation children and two (2) DCFS children. Placement Permanency & Quality Assurance (PPQA), Group Home Monitoring (GHM) interviewed each child and reviewed their case files to assess the care and services they received. Additionally, four (4) discharged children's files, three (3) Probation and one (1) DCFS, were reviewed to assess New Concept Group Home's compliance with permanency efforts. At the time of the review, no placed children were prescribed psychotropic medication.

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

CONTRACTUAL COMPLIANCE

The following one (1) area was found to be out of compliance.

Facility and Environment

- During this monitoring period, graffiti was noted in a resident's bedroom desk.

Recommendation

New Concept Group Home's management shall ensure that:

1. New Concept line staff will do a thorough inspection of the Group Home upon arrival of shift to ensure no graffiti is seen, in accordance with the Community Care Licensing, Title 22 standards, which states that all Group Home sites are to be "clean, safe, sanitary and in good repair at all times".

New Concept Compliance Review
February 2013

PRIOR YEAR FOLLOW-UP FROM PROBATION'S PPQA GHM'S GROUP HOME CONTRACT COMPLIANCE MONITORING REVIEW

PPQA/GHM's last compliance report dated July 27, 2012, identified five (5) recommendations.

Results

Based on the follow-up, New Concept Group Home fully implemented all five (5) previous recommendations for which they were to ensure that:

- The exterior grounds were well maintained.
- All graffiti was removed from bedroom door and repair the door hinge in Bathroom #2.
- The children are able to participate in age appropriate YDS/ILP or equivalent and vocational training programs.
- The Children are given an opportunity to participate in age-appropriate extra-curricular, enrichment and social activities in which they have an interest.
- Employees received required ongoing training.

MOST RECENT FISCAL REVIEW CONDUCTED BY THE AUDITOR-CONTROLLER

The A-C conducted a fiscal review of New Concept Group Home for the calendar year 2006. The fiscal report, dated November 3, 2008, identified questioned/disallowed costs and unsupported/inadequately supported costs. New Concept Group Home submitted a timely fiscal CAP, which is being monitored by DCFS' Fiscal Monitoring Section.



HUMANISTIC FOUNDATION, INC.

New Concept Group Home

RESIDENTIAL TREATMENT PROGRAM

AGES 11 - 17

February 21, 2013

Los Angeles County Probation Department
Group Home Monitoring Unit

Re: Corrective Action

Audit Date: 03/05/2013

II. Facility and Environment

Findings:

- Bedroom #1 desk has graffiti in drawer

Corrective Action:

1/3/2013 Graffiti removed from drawer

There are visual inspections of the interior and exterior of the house daily. There is a maintenance log in which the staff enters daily any maintenance problems. There is a full time maintenance person that completes any repairs and/or replacement of anything that is broken or inoperable in a timely manner.

Sueretta Small, Administrator

New Concept Group Home

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