



# COUNTY OF LOS ANGELES PROBATION DEPARTMENT

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(562) 940-2501



**JERRY E. POWERS**  
Chief Probation Officer

July 2, 2012

TO: Each Supervisor

FROM: Jerry E. Powers *JEP*  
Chief Probation Officer

Board of Supervisors  
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First District  
MARK RIDLEY-THOMAS  
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**SUBJECT: THE HOUSE OF BETHESDA CONTRACT COMPLIANCE  
MONITORING REVIEW**

We have completed a review of House of Bethesda, operated by House of Bethesda, Inc., a contractor with County of Los Angeles.

The House of Bethesda Group Home is a six-bed facility, which provides care for boys ages 13-17 years from the Los Angeles County Probation Department who exhibit behavioral, social and emotional difficulties. The House of Bethesda provides services to Probation children only. At the time of this review in February 2012, The House of Bethesda Group Home was providing services for five (5) Probation children.

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

## **SCOPE OF REVIEW**

The purpose of our review is to determine whether the Agency is providing the services as outlined in their Program Statement. In addition, the review covers basic child safety and licensing issues and includes an evaluation of the Agency's Program Statement, internal policies and procedures, child case records, a facility inspection and interviews with children placed in the Group Home at the time of the review. Interviews with children are designed to obtain their perspectives on the program services provided by the Agency and to ensure adherence to the Foster Youth Bill of Rights. In addition, a review of the most current Auditor Controller Fiscal Review was conducted.

## **SUMMARY**

Based on child interviews, the contents of the Needs and Service Plans and other documentation provided by Group Home staff, the Agency is providing the services as outlined in their Program Statement and is meeting the overall needs of the children

placed at the Group Home. However, there are numerous deficiencies in the "Notable Findings" section that require corrective action. Some of these areas of deficiencies are found under "Facility and Environment", which require immediate attention, "Maintenance of Required Documentation and Service Delivery" related to Needs and Service Plans (NSPs) and "Personnel Records" related to driver's licenses.

### **NOTABLE FINDINGS**

- There were several minor physical deficiencies cited in the Group Home that required repair or correction as described in the Facility and Environment section of the Monitoring Review; such as, broken dressers, graffiti on bedroom closet door, protruding wire from living room couch, protruding nail inside bedroom closet, remove loose wood from the side of the house, fix baseboard in one of the bedrooms and paint the closet rods in bedrooms.
- There were several deficiencies with the Needs & Service Plans (NSP) of the child files that were reviewed that require correction as described in the Service Delivery section of the Monitoring Review; such as, missing Probation Officer signatures and generic NSP's that were not specific to each child with measurable or time oriented goals.
- Update expired driver's licenses of Group Home staff.

### **EXIT CONFERENCE**

**In attendance:**

Robert Smith, Administrator

**Highlights:**

The exit conference was conducted on March 7, 2012. All deficiencies were addressed at the time of the exit conference. The representative present was in agreement with the findings of the review. Administrator Smith understood the importance of compliance with the Master Agreement Contract for Group Home Foster Care Services and agreed to make all the necessary corrections in the areas of compliance, and repairs or replacements. A written Corrective Action Plan was submitted on April 9, 2012, and has been approved. A written Corrective Action Plan was submitted on April 9, 2012, and has been approved. A follow-up visit was conducted on June 13, 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: Nail in bedroom closet has been removed; baseboard in bedroom has been repaired; all damaged dresser drawers have been replaced with new dressers; all loose wires have been secured; all graffiti has been removed; and all closet rods have been painted, NSP's were more child specific with time oriented goals with Probation



Caseworker's signatures or an attempt made to obtain and all expired driver's licenses were updated and found in the related employee files.

If you need additional information or have any questions or concerns, 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  
Philip L. Browning, Director, Department of Children and Family Services  
Public Information Office  
Audit Committee  
Sybil Brand Commission  
Administrator, Robert Smith, House of Bethesda  
Jean Chen, Regional Manager, Community Care Licensing  
Lenora Scott, Regional Manager, Community Care Licensing  
Georgia Mattera, Public Safety, Chief Executive Officer  
Chief Deputies  
Justice Deputies

**HOUSE OF BETHESDA  
PROGRAM CONTRACT COMPLIANCE MONITORING REVIEW- SUMMARY**

	<b>Contract Compliance Monitoring Review</b>	<b>Findings: February 2012</b>
<b>I</b>	<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. Full Compliance</li> </ol>
<b>II</b>	<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>
<b>III</b>	<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> </ol>	<ol style="list-style-type: none"> <li>1. Full Compliance</li> <li>2. Needs Improvement</li> <li>3. Full Compliance</li> <li>4. Full Compliance</li> <li>5. Full Compliance</li> <li>6. Full Compliance</li> <li>7. Needs Improvement</li> <li>8. Full Compliance</li> <li>9. Full Compliance</li> <li>10. Full Compliance</li> <li>11. Full Compliance</li> <li>12. Full Compliance</li> </ol>

	13. Treatment team develop comprehensive <b>updated</b> NSP with the child	13. Needs Improvement
IV	<b><u>Education and Workforce Readiness</u></b> (8 Elements) <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>	1. Full Compliance 2. Full Compliance 3. Full Compliance 4. Full Compliance 5. Needs Improvement 6. Full Compliance 7. Full Compliance 8. Full Compliance
V	<b><u>Health and Medical Needs</u></b> (6 Elements) <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>	Full Compliance (All)
VI	<b><u>Psychotropic Medications</u></b> (2 Elements) <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	<b><u>Personal Rights and Social/Emotional Well-Being</u></b> (17 Elements) <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> <li>5. Children report satisfaction with meals and snacks</li> <li>6. Staff treats children with respect and dignity</li> </ol>	1. Full Compliance 2. Full Compliance 3. Full Compliance 4. Full Compliance 5. Full Compliance 6. Full Compliance



	<ol style="list-style-type: none"> <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>	<ol style="list-style-type: none"> <li>7. Full Compliance</li> <li>8. Full Compliance</li> <li>9. Full Compliance</li> <li>10. Needs Improvement</li> <li>11. Full Compliance</li> <li>12. Full Compliance</li> <li>13. Full Compliance</li> <li>14. Full Compliance</li> <li>15. Needs Improvement</li> <li>16. Full Compliance</li> <li>17. Full Compliance</li> </ol>
VIII	<p><b><u>Personal Needs/Survival and Economic Well-Being</u></b> (8 Elements)</p> <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>	Full Compliance (All)
IX	<p><b><u>Discharge Plan</u></b> (3 Elements)</p> <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	<p><b><u>Personnel Records</u></b> (14 Elements)</p> <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> <li>5. Group Home staff who have direct contact with children meet the educational/experience requirements</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. Needs Improvement</li> </ol>

	6. Employees received timely health screenings 7. Required employees have a valid CA drivers license 8. Appropriate Group Home employees signed copies of the Group Home policies and procedures 9. Appropriate employees received the required initial training 10. Appropriate employees received minimum one-hour training in the area of child abuse identification and reporting 11. Appropriate employees received CPR training 12. Appropriate employees received First-Aid training 13. Appropriate employees received the required annual on-going training 14. Appropriate employees received emergency intervention training per the Group Home's program statement	6. Needs Improvement 7. Needs Improvement 8. Needs Improvement 9. Needs Improvement 10. Needs Improvement 11. Needs Improvement 12. Needs Improvement 13. Full Compliance 14. Needs Improvement
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**THE HOUSE OF BETHESDA  
PROGRAM CONTRACT COMPLIANCE MONITORING REVIEW**

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

**LICENSURE/CONTRACT REQUIREMENTS**

Based on our review of documents from the provider, The House of Bethesda was in compliance with eight (8) of the nine (9) elements in the area of "Licensure/Contract Requirements". The area of non-compliance was "CCL citations for safety/plant deficiencies".

The Group Home notifies all required agencies in a timely manner when a child is relocated. The Group Home takes all necessary steps to stabilize a child to prevent removal and provides the children with all their transportation needs to doctor or dental appointments, drug or alcohol treatment and weekend activities. The Group Home completes, documents, and reports all SIRs in a timely manner to the Group Home Monitoring Officer of the Day (OD) Line, the I-track system, Deputy Probation Officer (DPO) of Record, and all necessary parties. The Group Home complies with the licensing capacity, follows runaway procedures accordingly, conducts disaster drills once a month and maintains a disaster drill log. The log was reviewed and found to be in compliance. The last drill was completed on February 2, 2012. The Group Home maintains an allowance log that shows the children are receiving the appropriate amount on a weekly basis, which is no less than \$7.00. The allowance log also shows all allowances provided and spent to date.

There is a pending Community Care Licensing (CCL) investigation alleging staff misconduct that was initiated in January 2012. The finding is still pending as the investigation is on-going. The sign in and out log for children was properly maintained and utilized. The log showed that the children were being released only to parents or guardians, as they were required to consistently sign.

**Recommendations:**

1. The House of Bethesda Group Home shall ensure that all citations received by Community Care Licensing are corrected.

**FACILITY AND ENVIRONMENT**

Based on our walk through inspection of The House of Bethesda Group Home and interviews conducted with five (5) Probation placed children, The House of Bethesda was in compliance with three (3) of the six (6) elements in the area of "Facility and Environment". The elements of non-compliance are "Exterior Well Maintained", "Common Quarters Maintained" and "Children's Bedrooms/Interior Maintained".



The House of Bethesda is located in a residential community, with Lawndale High School approximately one-half mile away. The front exterior of the home is well maintained and properly landscaped, with trimmed bushes, mowed lawns and clean paint. However, the surrounding exterior area of the home, which includes the sides of the home, garage and backyard, is in need of cleaning and repair.

An inspection of the bedrooms revealed that all mattresses are comfortable and stable. All bed frames are secured to the wall and are in good working shape. All beds have a full complement of linens, and the sleeping arrangements are appropriate. The Group Home has extra bedding and linens in stock anytime a child would like new bed linens.

The House of Bethesda has age-appropriate and accessible recreation equipment; such as board games, a television, a computer, a DVD player, and gaming consoles. An example of some of the board games are "Life", "Sequence", "Jenga", Chess, Checkers, Backgammon, and Dominoes. Multiple books and resource materials are available, such as, encyclopedias and many novels, fiction and non-fiction. There is a pool table and ping pong table in the recreation room. Also, the children have access to an outdoor basketball court and weight set.

The House of Bethesda maintains a supply of perishable and non-perishable items, such as sliced bread, eggs, milk, garlic bread, chicken, applesauce, corn, chili, tomatoes, onions, potato chips, lettuce, tortillas, hamburger patties, hamburger buns, hot dogs, hot dog buns, orange juice, fruit punch, yogurt, ground beef, bologna, ham, turkey, and "Hot Pockets". House of Bethesda has an extra refrigerator and freezer in order to have an abundance of food for the residents. There is fruit readily available in the kitchen for the residents to have fresh fruit any time they please. The fresh fruit present during this visit were apples, oranges, peaches, pears, and bananas. None of the children expressed concern that they were not being fed and reported that they were very satisfied with the food.

The deficiencies noted in this area are as follows:

- Fix the baseboard in Bedroom #2
- Remove protruding nail in closet of Bedroom #2
- Fix broken dresser drawers in Bedroom #3
- Paint closet rod in Bedroom #3
- Remove graffiti from closet in Bedroom #3
- Remove or secure protruding wire from couch in Living Room
- Remove all loose wood on side of garage

**Recommendations:**

1. The House of Bethesda shall ensure that the aforementioned deficiencies cited will be corrected and repaired in a timely fashion in order to ensure the safety and security of all children placed at the Group Home.
2. The House of Bethesda shall immediately remove the wood on the side of the garage.
3. Regarding the interiors of the Group Home site, The House of Bethesda shall remove the nail in bedroom #1; fix broken baseboard in bedroom #2; repair all damaged drawers; secure or remove loose wire in couch; remove all graffiti; and paint all closet rods

**MAINTENANCE OF REQUIRED DOCUMENTATION AND SERVICE DELIVERY**

Based on our review of The House of Bethesda, interviews conducted with five (5) Probation placed children and documentation provided by the Group Home, The House of Bethesda was in compliance with 10 of the 13 elements in the area of "Maintenance of Required Documentation and Service Delivery": The elements of non-compliance were "Probation Caseworker Authorization to Implement Needs and Service Plans", "Treatment Team Develop Comprehensive Initial Needs and Service Plan with the Child" and "Treatment Team Develop Comprehensive Updated Needs and Service Plan with the Child".

The Group Home's Program Statement is consistent with the population present in the Group Home and the Needs and Services Plans (NSPs) are being completed on each child; however, the Probation caseworker was not authorized to implement the NSP as the Probation Officer of Record's signature was not on the NSPs. All children participated in the development of their NSP. Of the five (5) NSPs reviewed during this monitoring visit, it appeared that they were implemented and discussed with staff and parents in a timely fashion, but none of them were comprehensive, child specific, thorough or in-depth. They were very vague, general and not catered to a specific child. Additionally, they did not provide measurable or time oriented goals. All children interviewed acknowledged progressing towards meeting their NSP case goals, and it appeared that they seemed to be progressing towards the goals set in their NSPs.

All children acknowledged receiving therapeutic services; such as, individual counseling with their therapist or during substance abuse classes. All children verified that their assigned Probation Officers contacted them every month and that they were able to contact their Probation Officer when needed. The House of Bethesda assists the children in maintaining important relationships with parents or caregivers, by allowing visits, phone calls to loved ones and coordinating transportation for children to see parents or caregivers.

**Recommendations:**

1. The House of Bethesda shall obtain all Probation Officers' signatures for all Needs and Service Plans. The House of Bethesda shall provide a plan to ensure that all Needs and Service Plans are thorough and in depth and that each Needs



and Service Plan will be in accordance to that specific child's needs and have no two Needs and Service Plans alike.

### **EDUCATIONAL AND WORKFORCE READINESS**

Based on our review of The House of Bethesda, interviews conducted with five (5) Probation placed children and documentation provided by the agency, The House of Bethesda was in compliance with seven (7) of the eight (8) elements in the area of "Educational and Workforce Readiness". The one (1) element of non-compliance are current IEPs are not maintained.

The children are enrolled and attending school within three (3) days after placement and are attending school daily as required. The Group Home facilitates in meeting the children's educational goals by providing tutors or after school help by Group Home staff. The Group Home has shown that the children's attendance and academic performance has increased since being placed at the Group Home by providing school report cards and progress reports. A review of the grades and reports indicated that children were achieving better attendance and grades since being placed at the Group Home. During the child interviews, the children stated that they now go to school on a regular basis, which in turn gives them the opportunity to learn and earn credits. One child stated that he enjoys his current school because he goes to a regular high school and not a "continuation school." He stated that he is no longer fighting at school, unlike his last school.

The Group Home is encouraging children's participation in the Independent Living Program (ILP) or equivalent vocational programs. All children reported that they have been taught how to apply for a job. The children reported that they are taught how to fill out a job application, how to dress for a job interview and how to respond to job interview questions. The children also reported that they are sometimes taken grocery shopping in order to learn how to budget money. Also, one child reported that he has learned how to fill out Financial Aid forms or the Free Application Federal Student Aid (FAFSA).

Five children reported that they are receiving Individualized Educational Program (IEP) services; however, one child did not have a current or past IEP in their files. All progress reports and report cards are maintained in the child's file. The Group Home will follow up on getting an updated IEP.

#### **Recommendations:**

1. The House of Bethesda shall maintain and update all IEPs for all children placed in the house.

### **HEALTH AND MEDICAL NEEDS**

Based on our review of The House of Bethesda, interviews conducted with five (5) Probation placed children and documentation provided by the agency, The House of Bethesda fully complied with all six (6) elements in the area of "Health and Medical Needs". The Group Home had all initial medical examinations conducted within 30 days of the child's placement; in addition to any required follow-up examinations. The Group Home had all initial dental examinations completed within 30 days of the child's placement and any subsequent follow-up appointments, if necessary. All children

interviewed stated they were satisfied with the medical and dental care they have received while being placed at the Group Home. All children stated that if they have a medical incident, the Group Home will take them to a doctor.

**Recommendations:**

None

**PSYCHOTROPIC MEDICATION**

Based on our review of The House of Bethesda and interviews conducted with five (5) Probation placed children, The House of Bethesda was non-applicable with both elements in the area of "Psychotropic Medication". The agency ensures that when a child is placed with psychotropic medication, all documents and logs are updated as need be. The psychotropic medication log reveals The House of Bethesda complies with all rules and regulations of dispensing medication. According to the Agency's management and the documents reviewed, there are no children currently taking psychotropic medication.

**Recommendations:**

None

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

Based on our review of The House of Bethesda and interviews conducted with five (5) Probation placed children, The House of Bethesda complied with 16 out of the 17 elements in the area of "Personal Rights and Social/Emotional Well-Being". The two (2) element of non-compliance was "Children Given Opportunities to Participate in Planning Activities" and "Children free to attend religious services and activities of their choice".

The children reported that they are informed about the Group Home's policies and procedures upon arrival to the Group Home during their initial orientation. Children reported that they feel safe in the Group Home and are provided with appropriate staff supervision. Children report satisfaction with meals and snacks; like, chicken, spaghetti, garlic bread, and "Rice A' Roni" for dinner. Children also reported that they are provided with snacks that are always available for them; such as, apples, bananas, peaches, pears, oranges, "Pop Tarts", granola bars, yogurt, and chips. There is a weekly menu posted in the kitchen.

Children expressed satisfaction with the quality of their interactions with staff and report that overall, the facility staff treat them with respect and dignity. Children reported that they are assigned chores that are reasonable and not too demanding; such as, vacuuming their bedrooms, washing dishes, mopping, and taking out the trash. Children reported that there is an appropriate rewards and discipline system in place at the Group Home; such as, receiving Special Incident Reports (SIRs) for poor behavior, or doing a "CCN report" for a reward. The children explained that the "CCN report" consists of reading a news article and then writing a short summary for extra allowance. Children are allowed to make and receive personal telephone calls and send and receive unopened mail. The children reported that they do not attend the religious service of their choice, but also reported that they have never asked to go to a religious service.



The children reported that they are not interested about going to a religious service, but understood that they are free to go to the religious service of their choice. The Group Home was informed that even if the child does not wish to attend, they must inform the child of their right to attend and that the opportunity is available.

Children report that the discipline policies are consistently enforced, and there are fair and appropriate consequences for inappropriate behavior. Children reported that they will receive a Special Incident Report (SIR) write-up that is reported to their Probation Officer for inappropriate behavior. In addition, the children reported that they will also receive early bed time or only receive the minimum allowance allowed, which could mean that if the child has done a "CNN report" and received extra allowance, as a consequence the child may not receive the extra money.

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

Children reported that they are not given the opportunity to participate in planning activities conducted at the Group Home. Children reported that the Group Home staff or Administrator does not ask them what type of activities they wish to go on, but confirmed they do go on activities. All children report that they are given the opportunity to participate in age-appropriate extra-curricular, enrichment and social activities in which they have an interest. Several children reported that they have never asked Group Home staff to do any extra-curricular, enrichment and social activities after school such as taking a music class or art class, but knew they could and would be taken if they so desired. The children reported that the weekend activities that they do go on are enjoyable. A monthly recreation schedule was posted at the staff desk. The children reported going to the movies, the park, "Go Kart" racing, the "Griffith Observatory", and the "La Brea Tar Pits". The children all stated that they enjoyed going "Go Kart" racing or the movies. One child stated he was thankful to go on outings as his home was in a recent fire and that his mother has had to live in a motel. The child stated that if he was home, he would not have this same opportunity.

#### **Recommendations:**

1. The House of Bethesda shall encourage and give the children an opportunity to participate in planning activities conducted at the Group Home.
2. The House of Bethesda shall ensure that children are aware that they are free to attend religious services and activities of their choice.

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

Based on our review of The House of Bethesda, interviews conducted with five (5) Probation placed children and documentation provided by the agency, House of Bethesda was in compliance with all eight (8) elements in the area of "Personal Rights and Economic Well-Being".

The Group Home provides appropriate clothing, items of necessity and the required \$50.00 monthly clothing allowance to children. Children are provided with opportunities to select their own clothes and the clothing provided is of good quality and of sufficient

quantity. The Group Home conducts shopping outings every month at appropriate clothing stores, such as "Shoe City" or the "T-Shirt outlet". All children reported that they are satisfied with their choice of clothes and shoes. All clothing receipts were verified and placed in the child's files.

The Group Home provides children with the required minimum weekly allowance, and the children spend their allowances as they choose. The children also reported that if they do a written "CNN report," they will receive an additional \$3. The children stated that the "CCN report" consists of reading a news article and then writing a short summary. The children reported that they usually spend their money on snacks while on activities or during a home pass. One child stated that he gives his allowance to his mother to help pay for her car gas since he has lost his home due to a fire. The child stated that his mother has been relocated to a motel for the time being. The child interviewed stated that he voluntarily gives his mom his allowance to help her with expenses. The children reported they were given the option to save their money in a savings account, but none of the children interviewed stated that they wished to put their allowance in a bank account.

The Group Home provides children with adequate personal care items; such as, shampoo, soap, deodorant, toothbrush, toothpaste and all bed linens. The Group Home also keeps extra bed linens and pillows to ensure that any new child placed at the Group Home receives new linens or if any child currently placed would like new linens or pillows. The Group Home staff encourages and assists the children in creating and maintaining photo albums/life books. The children stated that the Group Home staff gave them photo albums in order for them to place personal pictures of family, friends, or girlfriends. The life books of the children were reviewed and revealed organized, appropriate and eventful photos and memorabilia. The children stated that the staff encourages them to maintain positive relationships with the people in the photo albums/life books.

**Recommendations:**

None

**DISCHARGE PLAN**

Based on our review of three (3) discharged child files, The House of Bethesda fully complied with all three (3) elements in the area of "Discharge Plan".

All children placed at least 30 days were discharged according to the permanency plan. All children placed were to be reunified with a parent, and all 3 did reunify with biological parents. All children placed at least 30 days were discharged towards meeting their Needs and Service Plan goals. The Group Home is using all available resources in an attempt to stabilize the placement prior to requesting the removal of the child. The Group Home has the child speak to his therapist, Probation Officer and the Administrator before requesting the removal of the child to see if another plan can be implemented in order for the child to remain in the Group Home.

**Recommendations:**

None



## **PERSONNEL RECORDS**

Based on our review of documents in the employee files at The House of Bethesda, the Group Home was in compliance with five (5) of the 14 elements in the area of "Personnel Records". The nine (9) elements of non-compliance are "Group Home Staff who have Direct Contact with Children Meet the Educational/Experience Requirements", "Employees Received Timely Health Screenings", "Required Employees have a Valid CA Driver's License", "Appropriate Group Home Employees Signed copies of the Group Home Policies and Procedures", "Appropriate Employees Received the Required Initial Training", "Appropriate Employees Received Minimum One-Hour Training in the Area of Child Abuse Identification and Reporting", "Appropriate Employees received CPR Training", "Appropriate Employees received First-Aid Training" and "Appropriate Employees Received Emergency Intervention Training Per the Group Home's Program Statement".

A review of five (5) employee records was completed. All background checks for five (5) employees reviewed were completed in a timely manner. Among the five (5) employee files reviewed, one (1) employee did not receive timely health screenings, and two (2) employees did not have the Educational or Experience Requirements paperwork. Two (2) employee files reviewed did have copies of a valid California driver's license. Three (3) of the staff files reviewed had current de-escalation and restraint training, while two (2) employees had the necessary paperwork missing from their personnel file. One (1) employee was not trained for the required minimum one-hour training in Child Abuse identification and reporting. One (1) employee file reviewed was missing the current training needed for the year of CPR and First Aid. All files reviewed had the documentation for criminal and child abuse clearances for their employees prior to being hired. Among the five (5) employee files reviewed, two (2) employees did not receive emergency intervention training per the Group Home's Program Statement.

### **Recommendations:**

1. The House of Bethesda shall immediately update all necessary documents, educational requirements, and all other on-going trainings. They shall immediately obtain valid driver's license for all employees. In addition, all required documents shall be readily accessible upon request.

## **AUDITOR CONTROLLER FISCAL REVIEW**

The most recent Fiscal Review for The House of Bethesda from the Department of Auditor-Controller is dated November 30, 2010, for the fiscal period of January 1, 2008, to December 31, 2008. The report dated November 30, 2010 indicated that The House of Bethesda had questioned/disallowed costs. The House of Bethesda submitted a timely approved fiscal Corrective Action Plan (CAP), which is being monitored by the Department of Children and Family Services, Fiscal Monitoring Section.

### **Recommendations:**

N/A

### **FOLLOW-UP VISIT**

On June 13, 2012, a follow-up visit was conducted at House of Bethesda, to verify that all recommendations had been completed.

A complete follow-up walk through inspection of the interior was conducted, and all recommendations have been repaired or replaced. The interior deficiencies had been corrected. The nail in the closet of Bedroom #1 has been removed; the baseboard in Bedroom #2 has been repaired; all damaged dresser drawers have been replaced with new dressers; all loose wires have been secured; all graffiti has been removed; and all closet rods have been painted.

All Needs and Services Plans have the Probation Caseworker's signature or documented an attempt to obtain. All Needs and Services Plans are more child specific with measurable or time oriented goals.

All children's IEPs are maintained and updated.

All children interviewed and verified they are encouraged and given an opportunity to participate in planning activities conducted at the Group Home.

All necessary paperwork missing from the Personnel files reviewed has been updated and received.





# The House of Bethesda Group Home, Inc.

A NON PROFIT ORGANIZATION

14614 Firmona Avenue  
Lawndale, CA 90260

(310)675-1444; fax (310)675-1333

April 5, 2012

Joseph Ninofranco, DPO  
LOS ANGELES COUNTY DEPARTMENT OF PROBATION

## CORRECTIVE ACTION PLAN

Dear Mr. Ninofranco:

The following is the Corrective Action Plan requested in response to the visit at our facility on March 7, 2012.

### **FACILITY AND ENVIRONMENT**

#### **Deficiency:**

The exterior and the grounds of the group home were not found well-maintained. A piece of wood was found near the garage.

**CORRECTIVE ACTION:** The piece of wood was removed by a child care worker (3/7/12). In addition, the exterior of the premises (both front and backyard) will be inspected on a daily basis to insure that there are no obstructions or debris.

**Deficiency:** A free-standing nail was found on the wall.

**CORRECTIVE ACTION:** The facility manager removed the nail on 3/07/12. Daily routine inspection will be done by the facility manager and/or licensee.

### **MAINTENANCE OF REQUIRED DOCUMENTATION AND SERVICE DELIVERY**

**Deficiency:** Needs and Service Plan were found to contain insufficient data on clients.

**CORRECTIVE ACTION:** Facility Administrator and Licensee will review all NSP's and Quarterly Reports to insure that each contains adequate and comprehensive data that is apropos to the respective client. This action was implemented on 3/08/12 and will continue to be reviewed once a week.

Re: CORRECTIVE ACTION PLAN/House of Bethesda

In addition, the child will participate in the development of the Needs and Service Plan effective immediately.

**EDUCATION AND WORKFORCE READINESS**

**Deficiency:** One file did not contain a current IEP.

**CORRECTIVE ACTION:** Effective immediately, the Social Worker and Administrator will insure that all IEP's are current and are placed in each client's file.

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

**Deficiency:** Children were not given the opportunity to participate in planning activities.

**CORRECTIVE ACTION:** As a core component to the social development of the child, All residents will be encouraged to participate in the planning of all facility activities. This was implemented by the administrative staff and executed by the child care staff on March 12, 2012, and will continue on a weekly basis. Child care staff will oversee this function and will be reviewed by the Administrator and/or Licensee.

**PERSONNEL RECORDS**

**Deficiency:** It was cited that some of the GH staff that have direct contact with children do not meet the educational experience requirements.

**CORRECTIVE ACTION:** Within 90-days of this report, all GH staff will have the educational experience requirements. The Administrator and Licensee will implement and insure this. Such requirements will be placed in each GH staff personnel file.

**Deficiency:** It was cited that some employees have not received timely health-screenings.

**CORRECTIVE ACTION:** Effective immediately, the group home Administrator and/or Licensee will insure that all employees receive timely health-screenings. The supportive documents will be placed in each employee's personnel file.

**Deficiency:** It was cited that one employee had an expired drivers' license.

**CORRECTIVE ACTION:** Effective immediately (3/12/12), the Administrator and/or Licensee will insure that all employees have a current California drivers' license. The documentation will be placed in each employee's personnel file.



Re: CORRECTIVE ACTION PLAN/House of Bethesda

**Deficiency:** It was cited that some appropriate employees did not have signed copies of the GH employees signed copies of the GH policies and procedures.

**CORRECTIVE ACTION:** Effective on 3/09/12, all appropriate GH employees have signed copies of the GH policies and procedures. The Administrator and/Licensee insured this and will insure that all newly hired employees have a signed copies of the GH policies and procedures within 24-hours of hire.

**Deficiency:** Some GH employees have not received the required initial training.

**CORRECTIVE ACTION:** Within 90-days of this report, all GH employees will have received the required initial training. The Administrator and/or Licensee will implement this process.

**Deficiency:** Some GH employees have not received the minimum of one-hour training in the area of child abuse identification and reporting.

**CORRECTIVE ACTION:** Within 90-days of this report, all GH employees will receive the minimum of one-hour training in the area of child abuse identification and reporting. The Administrator and/or Licensee will implement this process and documentation will be place in the file of each GH employee.

**Deficiency:** Some GH employees have not received CPR training.

**CORRECTIVE ACTION:** Within 90-days of this report, all GH employees will have received CPR training. The Administrator and Licensee will implement this process and place the documentation in the file of each GH employee.

**Deficiency:** Some appropriate employees have not received First-Aid training.

**CORRECTIVE ACTION:** Within 90-days of this report, all GH employees will have received First-Aid training. The Administrator and Licensee will implement this process and place the documentation in the file of each GH employee.

**Deficiency:** Some GH employees have not received the required annual on-going training.

**CORRECTIVE ACTION:** Within 90-days of this report, all GH employees will have received the annual on-going training. The Administrator and Licensee will implement this process and place the documentation in the file of each GH employee.

**Deficiency:** Some GH employees have not received the Emergency Intervention Training per the GH's Program Statement.

**CORRECTIVE ACTION:** The Administrator and/or Licensee will insure that all GH employees receive the Emergency Intervention Training per the GH's Program Statement.

Rt: CORRECTIVE ACTION PLAN/House of Bethesda

Robert Smith  
Robert Smith  
Group Home Licensee

A handwritten signature in dark ink, appearing to read "Robert Smith", written over a horizontal line.

Aline Smith, Ph.D.  
Administrator

Date: April 5, 2012