

COUNTY OF LOS ANGELES
PROBATION DEPARTMENT
DIRECTIVE

No.	1075
Issued:	1/23/2006
Post Until:	2/23/2006

SUBJECT: JUVENILE-REVISED FAMILY PRESERVATION REFERRAL REQUIREMENTS (REPLACES DIRECTIVE 856 ISSUED 3/5/02 AND DIRECTIVE 1065 ISSUED 10/17/05)

Effective immediately, Probation shall directly refer minors to Family Preservation agencies providing Family Preservation services in the communities where minors reside (see attached list of agencies). The Department of Children and Family Services (DCFS) has allocated slots to Probation youth on an annual basis.

Family Preservation is an integrated, comprehensive approach to strengthening and preserving families who are at risk of or who are experiencing problems in family functioning with the goal of assuring the physical, emotional, social, educational, cultural, and spiritual development of children in a safe nurturing environment. This approach also reduces out of home placement. (Examples of problems minors in these families exhibit include school truancy, incorrigibility, and law violations.)

Probation in collaboration with the DCFS and the Department of Mental Health (DMH) have contracted with Family Preservation Agencies. Family Preservation Agencies provide services to stabilize families and help them develop strengths that will assist with problem solving within the family structure. The program offers the following services:

- Once a week in-home counseling
- Anger management classes
- Parenting classes
- Group counseling
- Substance abuse treatment
- Health and mental health resources
- Tutoring
- Vocational training
- Drug testing
- Gang awareness
- Teaching and demonstrating worker
- Mentoring
- Transportation
- Referral for Psychological Evaluations
- Treatment referrals for other specific case related problems

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Family Preservation services involve enrollment into one or more of the following program areas:

BASE RATE SERVICES

- Targets families that are experiencing some personal instability and the minor is able to attend a community school program.
- Provides in-home counseling once each week.
- Supplemental services as needed.

THERAPEUTIC DAY TREATMENT

- Targets minors that are incapable of functioning in a regular school setting or are too far behind in credits to graduate on time.
- Provides transportation for minors to and from home and school. Six (6) hours of educational instruction per day in a school program set at the minor's individual level are provided along with recreational activities.
- Provides individual and group counseling to minors once per week.
- Provides an in-home visit to minor/family once a month.
- Provides a meal or snacks to minors on a daily basis.

PROGRESS REPORTS

Family Preservation Agencies shall submit a written monthly report to the DPO of Record to aid in determining case progress for each minor who participates in the program. The progress report will include:

- Goals decided upon at the original Multidisciplinary Case Planning Conference (MCPC)
- Dates of family participation
- Home visits
- Program progress

ELIGIBILITY

- Minor must live at home.
- Minor must have a PDJ number or be under active probation supervision.
- Minor and family are experiencing conflict in the home and need assistance to stabilize the family unit.

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- Minor and parent/guardian must consent to participation in the program.
- Minor must be under 18 years of age.

REFERRAL PROCESS

In order to initiate Family Preservation services, the DPO of Record shall locate a Family Preservation Agency provider listed on the attached Provider List. The agency must be located in or adjacent to the minor's community.

DPO of Record Responsibilities:

- Call the designated agency to determine if there is an opening.
- Receive verbal program acceptance for the effective date from the designated agency
- Complete the F.P. 1324 Referral Form from Probnet and include the effective date.
- Sign the referral form.
- Obtain the SDPO's signature on the referral form.
- Fax only the form to DCFS (213) 637-2552. Indicate the Agency and DCFS Office assigned to serve the family. Contact (213) 351-2226 to confirm receipt.
- Fax F.P. 1324 and supporting documents to FP Agency.
- Fax the form to Finance at DCFS headquarters (Fax number is **(213) 383-7185**/ Telephone number is (213) 351-5563).
- Attend the initial MCPC (mandatory). The conference will be held at a designated agency. During the conference services and needs for the minor and his/her family will be determined. Participation in the services identified will be required for program enrollment.
- Attend (or be available by conference call) all subsequent MCPC meetings, held approximately every 75 days thereafter and attend (or be available by conference call) the Family Preservation termination conference at the 6 month **program date**. **IMPORTANT:** When the case is terminated or extended (beyond the six month program period), indicate the change on a new F.P. 1324 referral form by checking the appropriate box. Enter effective date and information pertinent to the case, sign and fax it to both the DCFS Assistant Program Manager at **(213) 637-2552**, and DCFS Finance Division at **(213) 383-7185** and to the designated agency. Families may not receive services beyond 1 year without approval from the DCFS Family Preservation Program Manager.
- **Extensions** (If a case requires services beyond six (6) months, an F.P. 1324 "**shall be**" completed and faxed to the agency and DCFS).

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- **Terminations** (Upon termination of the case, an F.P. 1324 “**shall be**” completed and submitted to the agency and DCFS).

SDPO Responsibilities:

- Sign the referral form.
- Obtained the Director's signature on the referral form.
- Review referrals to ensure that only appropriate cases are referred to Family Preservation.
- Serve as liaison with DCFS on case related issues.

Director Responsibilities:

- Sign the referral form.
- Ensure that all appropriate cases are referred to Family Preservation.

Central Placement Director Responsibilities:

- Serve as liaison with DCFS regarding Program issues.

AUXILIARY FUNDS

Auxiliary funds are available for Probation youth and their families who are receiving Family Preservation services. The items must be agreed upon during the initial MCPC. Such items as clothing, appliances, and furniture (beds, cribs, sofas and chest of drawers etc.).

In order for the family to qualify for auxiliary funds, the DPO of Record shall utilize the following procedure:

- Complete the Family Preservation Program Auxiliary Fund Authorization itemizing the needed items (F.P.1324A - a copy is attached).
- The DPO, SDPO and Director shall sign the form.
- For furniture and appliances, DPO shall mail the form to DCFS Finance, 425 Shatto Place Room 200, Los Angeles, CA 90020. For clothing and smaller items, the DPO shall fax the form to the Finance Department at DCFS headquarters at (213) 383-7185.

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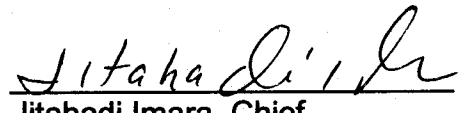
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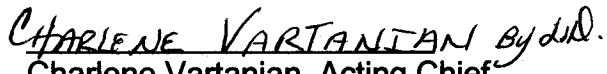
FORMS

Utilize attached "Family Preservation Program Referral/Service Authorization (F.P, 1324 - F.P.) and "Family Preservation Program Auxiliary Fund Authorization (F.P. 1324A - 7296) until automated versions are available on Probnnet.

Questions regarding this directive may be directed to the Director of Central Placement at (323) 226-8405.


Sharon Harada, Acting Chief
Juvenile Field Services Bureau


Jitahadi Imara, Chief
Juvenile Special Services Bureau


Charlene Vartanian, Acting Chief
Residential Treatment Services Bureau


Ron Barrett, Chief
Detention Services Bureau

Attachments

MANUAL HOLDERS: CROSS-REFERENCE YOUR MANUALS TO THIS DIRECTIVE WHERE APPROPRIATE

Family Preservation Provider List

NORTH EAST JUVENILE JUSTICE CENTER:

Below is a list of Family Preservation Providers in your area.

Bienvenidos Children's Center

Rigoberto Contreras, Interim Program Director
501 S. Atlantic Ave.
East Los Angeles, Ca. 90022
(323) 268-5442: Fax (323) 268-0844

Penny Lane Family Preservation

Lilia Amezcuita, Program Manager
5675 E. Telegraph Rd. Suite 300
Commerce, Ca. 90040
(323) 887-1917: Fax (323) 887-1655

Plaza Family Preservation

John Stuart, Program director
3700 Princeton, Street
Los Angeles, Ca. 90023
(323) 261-0414: Fax (323) 261-9178

El Centro del Pueblo

Eric Murillo, Project Director
1157 Lemonyne Street
Los Angeles, Ca. 90026
(213) 240-7655: Fax (323) 254-9087

Hillsides Family Preservation

Mariels De La Yncera, Program Director
840 Echo Park Avenue
Los Angeles, Ca. 90026
(213) 240-7655: Fax (323) 254-9087

Para Los Ninos Family Preservation Network

Carmen Navarro, Program Director
234 S. Loma Drive
Los Angeles, Ca. 90026
(213) 412-1466 ext. 38: Cell (213) 364-0402:
Fax (213) 413-2106

KENYON JUVENILE JUSTICE CENTER:

Below is a list of Family Preservation Providers in your area.

El Centro del Pueblo

Eric Murillo, Project Director
6200 S. Avalon Blvd. #2
Los Angeles, Ca. 90003
(323) 233-2766/6802: Fax (323) 233-2722

Institute for Maximum Human Potential

Amanda Seon-Walker, Project Director
9624 S. Compton Ave.
Los Angeles, Ca. 90002
(323) 587-9883: Fax (323) 357-7662

MACII, Inc.

Iris Cruet, Program Director
6200 S. Avalon Blvd.
Los Angeles, Ca. 90003
(323) 232-3100: Fax (323) 395-5890

Para Los Ninos Family Preservation Network

Carmen Navarro, Program Director
9624 S. Compton Ave.
Los Angeles, Ca. 90002
(213) 413-1466 ext. 38: Fax (213) 413-2106

Personal Involvement Center

Beverly Nails-DeMar, Program Director
8220 San Pedro St.
Los Angeles, Ca. 90003

Triangle Christian Family Preservation Network

Anthony Cavuoti, Clinical Director
9122 S. San Pedro St.
Los Angeles, Ca. 90003
(323) 242-0046: Fax (323) 242-0156

Family Preservation Provider List

CRENSHAW AREA OFFICE:

Below is a list of Family Preservation Providers in your area.

Drew Child Family Preservation Network

Dr. Vina CRUM, Project Manager
9101 Hooper Avenue
Los Angeles, Ca. 90004
(323) 585-5662: Fax (323) 587-5836

El Centro del Pueblo Family Preservation

Eric Murillo, Project Director
2418 Vernon Ave.
Los Angeles, Ca. 90008
(323) 296-2446: Fax (323) 299-3159

Personal Involvement Center (California Institute of Health & Soc. Services)

Beverly Nalis-Demar, Program Director
3714 Stocker Ave. Suite 201
Los Angeles, Ca. 90008
(323) 292-4161/2015: Fax (323) 292-4681

Chinatown Services Center

Veronica Lim, Program Manager
767 N. Hill # 400
Los Angeles, Ca. 90012
(213) 808-1700 ext. 222: Fax (213) 680-0787

United American Indian Involvement Center

Mary Romero, Program Coordinator
1125 W. 6th Street, Suite 103
Los Angeles, Ca. 90017

Assistance League-Family Preservation

Arnita Brown, Administrative Coordinator
1360 N. St. Andrews Place
Hollywood, Ca 90028
(323) 469-5893 X 733: Fax (323) 858-9658

Pico Union Family Pres. Network

Tania Benacerraf, Program Director
1401 S. Grand Avenue, Leavy Hall, Rm. 306
Los Angeles, Ca. 90015
(213) 742-5822: Fax (213) 742-5404

Institute for Multicultural & Counseling Education Services (IMCES)

Family Preservation Network
Vivian Arps-Bumbera, Program Director
3580 Wilshire Blvd. Suite 2000
Los Angeles, Ca. 90010

SOUTH CENTRAL AREA OFFICE:

Below is a list of Family Preservation Providers in your area.

Human Services-FPN

Leticia Chacon-Rosado, Program Director
330 Liberty Blvd.
South Gate, Ca. 90280
(323) 583-0067: Fax (323) 563-1234

Project Impact Family Preservation

Willie Cartwright, Project Director
2640 Industry Way, Suite G&H
Lynwood, Ca. 90262
(310) 605-1505 ext. 14: Fax (310) 605-1511

Shields for Family Preservation

Danita Henderson, Project Director
215 So. Acacia Street
Compton, Ca. 90220
(310) 605-1777: Fax (213) 631-8615

Family Preservation Provider List

SAN GABRIEL VALLEY AREA OFFICE:

Below is a list of Family Preservation Providers in your area.

Bienvenidos Children's Center, Inc.

Georgia Thompson, Program Director
421 S. Glendora Avenue
West Covina, Ca. 91790
(626) 919-3364: Fax (626) 919-8954

East Valley Family Preservation Network

Jerzy Monkiewicz, Project Director
4100 Baldwin Park Blvd.
Baldwin Park, Ca. 91706
(626) 338-1854: Fax (626) 813-7711

Pacific Clinics

Joseph Ho, Program Director
10416 Lower Azusa Rd.
El Monte, Ca. 91731
(626) 652-0755: Fax (626) 433-1318

SPIRITT Family Preservation Network

Angelica Romero, Program Director
147 S. 6th Ave. (GSA 15)
LaPuente, Ca. 91746
(626) 968-0041 ext. 28/ (626) 968-0791:
Fax (626) 968-9892

Santa Anita Family Services

Kymberly Mehu-Pompill, Project Director
605 Myrtle Ave.
Monrovia, Ca. 91016
(626) 359-9358: Fax (626) 358-7647

POMONA AREA OFFICE:

Below is a list of Family Preservation Providers in your area.

Five Acres Family Preservation Network

Maria Velasquez, Project Director (Temp.)
1411 N. Grand Ave.
Covina, Ca. 91724
(626) 732-1048/626-798-6793: Fax (626) 585-1664

Assistance League of Southern California

Ruben Martinez, Program Director
401 S. Main Street, Ste 201A
Pomona, Ca. 91766
(909) 623-5577: Fax (909) 623-5609

Pomona USD Family Preservation

Iris Tucker, Project Director
2350 S. Garvey Ave., Bldg. A
Pomona, Ca. 91766
(909) 397-4700 X 3821: Fax (909) 902-6024

Pomona Valley Youth Employment

Sarah Vongsack, Program Director
568 E. Foothill Blvd.
Pomona, Ca. 91767
(909) 621-5077: Fax (909) 626-0068

Family Preservation Provider List

CENTINELA AREA OFFICE:

Below is a list of Family Preservation Providers in your area.

El Centro del Pueblo
Eric Murillo, Project Director
4410 Third Ave,
Los Angeles, Ca. 90043

Guidance Family Preservation
Patricia Lewis, Project Director
5444 Crenshaw Blvd.
Los Angeles, Ca. 90043
(323) 294-6352 ext. 17: Fax (323) 294-6351

Institute for Black Parenting-FPN
Donna Garrett, Project Director
333 W. Florence Ave. Suite 320
Inglewood, Ca. 90301
(310) 680-0820: Fax (310) 680-0824

Personal Involvement Center
Beverly Nails-DeMar, Program Director
7623 S. 8th Ave.
Los Angeles, Ca. 90043
(323) 778-9634/798-5664: Fax (323) 778-9724

Personal Involvement Center-FPN
Beverly Nails-DeMar, Program Director
425 S. La Brea Ave.
Inglewood, Ca. 90301 (closed Fridays)
(310) 330-5510: Fax (323) 330-5535

LONG BEACH AREA OFFICE:

Below is a list of Family Preservation Providers in your area.

Cambodia Association of America
Kathleena You, Program Director
2390 Pacific Avenue
Long Beach, Ca. 90806
(562) 988-1863 ext. 225: (562) 988-1475

Florence Crittenton Family Preservation Center
Priscilla Mack, Program Director
3605 Long Beach Blvd. Ste 110
Long Beach, Ca. 90807
(562) 427-2006: Fax (562) 427-2201

City of Long Beach Family Preservation
Karen Bernstein, Program Director
6335 Myrtle Avenue
Long Beach, Ca. 90805
(562) 570-3276: Fax (562) 579-1266

CII-Central Area Fam. Pres. Network
Dr. Manual Rivera, Project Director
1040 E. Wardlow Ave.
Long Beach, Ca. 90807
(562) 988-8822: Fax (562) 988-8877

Gay & Lesbian Adolescent Social Services, Inc.
(GLASS) Family Preservation Network
Cathy Steansell, Program Director (LOA)
Cheryl Barlett, Interim Program Director
2017 E. 4th Street Suite 202
Long Beach, Ca. 90814
(562) 284-0129: Fax (562) 284-0133

Family Preservation Provider List

ANTELOPE VALLEY AREA OFFICE:

Below is a list of Family Preservation Providers in your area.

Children's Center Of Antelope Valley Family Preservation
Virginia Arcos, Project Director
1055 W. Avenue M., Suite 110
Lancaster, Ca. 93534
(661) 949-1206 ext. 236: Fax (661) 940-5452

Penny Lane Family Preservation
Olga Ruiz, Program Director
190 Sierra Court, Ste B5 & B6
Palmdale, Ca. 93536
(661) 274-0770: Fax (661) 274-9970

Penny Lane Family Preservation
Olga Ruiz, Project Director
834 W. Avenue J
Lancaster, Ca 93536
(661) 729-3499: Fax (661) 274-9970

VAN NUYS (HAYNES STREET) AREA OFFICE:

Below is a list of Family Preservation Providers in your area.

Assistance League of Southern California
Maribel Gutierrez, Program Director
8134 Van Nuys Blvd. Suite 300
Panorama City, Ca. 91402
(818) 782-0435: Fax (818) 782-0459

Boys & Girls Club of SFV-Family Preservation Network
Terri Cortes, Admin director
11251 Glenoaks Blvd.
Pacoima, Ca. 91331
(818) 890-9909 ext. 103: Fax (818) 890-5351

SFV Community Mental Health-Family Preservation Network
Gina Petrella, Program Director
14624 Sherman Way #502
Van Nuys, Ca. 91405
(818) 778-5406 / (818) 787-1860: Fax (818) 785-3446

University Corporation-Family Preservation
Rita Baer, Project Director
8700 Reseda Blvd. #209
Northridge, Ca. 91324
(818) 772-9981: Fax (818) 677-4868

Family Preservation Provider List

FOOTHILL AREA OFFICE:

Below is a list of Family Preservation Providers in your area.

**Institute for Multicultural & Counseling Education Services
(IMCES)**

Family Preservation Network
Vivian Arps-Bumbera, Program Director
431 N. Brand Blvd., Suite 202
Glendale, Ca. 91203
(818) 240-4311 / (213) 381-1205: Fax (818) 240-4318

Assistance League of Southern California

Jonathan Macias-Contact
40 N. Altadena Drive Ste 205
Pasadena, Ca. 91107
(323) 469-5893: Fax (323) 469-5896

Five Acres Family Preservation Network

Maria Velasquez, Project Director
760 W. Mountain View Street
Altadena, Ca. 91001
(626) 844-1430 ext. 110: Fax (626) 585-1664

Hillside-Altadena Family Center

Chrystal Evans-Bowman, Project Director
600 W. Mariposa
Altadena, Ca. 91001
(626) 791-0508: Fax (323) 254-9087

VALENCIA AREA OFFICE:

Below is a list of Family Preservation Providers in your area.

Child and Family Center

Alma Jimenez, Project Manager
23504 Lyons Ave. Suite 204
Newhall, Ca. 91321
(661) 286-2550: Fax (661) 286-2586

University Corporation (Valley Trauma)

Rita Bear, Project Director
25115 Avenue Stanford, Suite 1B-122
Valencia, Ca. 91355
(661) 702-9123: Fax (661) 702-1348/(818) 677-4868

RIO HONDO AREA OFFICE:

Below is a list of Family Preservation Providers in your area.

Helpline Family Preservation

Robert Vande-Steeg, Program Director
12440 E. Firestone Blvd. Suite 1000
Norwalk, Ca. 90650
(562) 864-3722: Fax (562) 864-6512

Penny Lane Family Preservation

Lilla Amezcuita, Program Manager
10330 Pioneer Ave., Suite 300
Santa Fe Springs, Ca. 90670
(562) 906-2068: Fax (323) 887-1655

SPIRITT Family Preservation Network

Beatriz Vasquez, Program Director
13135 Barton Road (GSA 13)
Santa Fe Springs, Ca. 90605
(562) 777-1410 ext. 812: Fax (562) 777-1400

Family Preservation Provider List

FIRESTONE AREA OFFICE:

Below is a list of Family Preservation Providers in your area.

Human Services Family Preservation Network

Hermilla Melero, Program Manager

6800 Florence Blvd.

Bell Gardens, Ca. 90201

(562) 806-5400 ext 119: Fax (562) 806-5394

Project Impact Family Preservation Network

Willie Cartwright, Project Director

822 E. 20th Street

Los Angeles, Ca. 90011

(213) 746-7920: Fax (213) 746-7462

HARBOR AREA OFFICE:

Below is a list of Family Preservation Providers in your area.

Children's Institute Inc., South County

Dr. Yvette Odell, Project Director

24328 Vermont Ave.

Harbor City, Ca. 90710

(213) 385-5100 ext. 2025: Fax (323) 326-1426

South Bay Alcoholism – FPN

Cassandra Johnson, Program Director

1334 Post Avenue

Torrance, Ca. 90501

(310) 328-2095: Fax (310) 328-1964

SANTA MONICA AREA OFFICE:

Below is a list of Family Preservation Providers in your area.

Gay & Lesbian Adolescent Social Services Inc.

(GLASS) Family Preservation Network

Cheryl Bartlet, Program Director

Cathy Steansell, Program Director, LOA

3961 Sawtelle Blvd.

Los Angeles, Ca. 90066

(310) 437-4197: Fax (310) 358-8121

Westside Children's Center Family Preservation

Robbin Randolph, Program Director

12120 Wagner Street

Culver City, Ca. 90230

(310) 846-4100: Fax (310) 397-2192