County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES
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May 21, 2012

To: Supervisor Zev Yaroslavsky, Chairman
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From: Philip L. Browning
Director

ALLIANCE HUMAN SERVICES FOSTER FAMILY AGENCY CONTRACT COMPLIANCE MONITORING REVIEW

The Department of Children and Family Services' (DCFS) Out-of-Home Care Management Division (OHCMD) conducted a review of Alliance Human Services Foster Family Agency (Alliance) in August 2011, at which time they were supervising a total of 25 DCFS placed children in 14 certified homes.

Alliance is located in the Fourth Supervisorial District and provides services to Los Angeles County DCFS' foster children and youth. According to Alliance's program statement, its stated goal is "to provide a safe, stable home environment where the child's permanency plan can be operationalized, in a timely manner, provide a supportive environment, which will foster the growth and development of each child across the following domains: emotional, developmental, social/behavioral, medical, and educational. The program selects, trains, certifies, and supports foster families for care to the children and facilitate reunification with the child's family of origin." Alliance is licensed to serve children ranging from birth to 17 years.

For the purpose of this review, six children's files were reviewed and four children were interviewed in four certified foster home. One child was not interviewed due to her young age and the other child refused to be interviewed. The placed children's overall average length of placement was 14 months, and the average age was 13. Four certified foster parents' files, four discharged children's files and five staff files were

reviewed for compliance with Title 22 Regulations and the County contract requirements.

Three placed children were prescribed psychotropic medication. We reviewed the case files to assess timeliness of psychotropic medication authorizations (PMAs) and to confirm that documentation of psychiatric monitoring were maintained as required.

SCOPE OF REVIEW

The purpose of this review was to assess Alliance's compliance with the County contract and State regulations. The visit included a review of Alliance's program statement, administrative internal policies and procedures, six placed children's case files, four certified foster parent's files, four discharged children's files, and a random sampling of five personnel files. Four certified foster homes were visited where they were interviewed to assess the quality of care and supervision provided to children and we conducted interviews with placed children to assess the care and services they were receiving.

A copy of this report has been sent to the Auditor-Controller (A-C) and Community Care Licensing (CCL).

SUMMARY

During our review, the children interviewed reported feeling safe, being provided with good care and appropriate services, being comfortable in their environment and treated with respect and dignity.

We noted deficiencies in the areas of Facility and Environment, Maintenance of Required Documentation and Service Delivery, Educational and Workforce Readiness, Health and Medical Needs, Psychotropic Medications, Personal Rights and Social/Emotional Well-Being, Personal Needs/Survival and Economic Well-Being, and Personnel Records.

Based on our review, the aforementioned deficient areas revealed the need for more thorough documentation, staff training and foster parent training. Additionally, routine monitoring of the files by a supervisory staff would appear to eliminate documentation issues.

In conclusion, Alliance representatives were receptive to implementing systemic changes to improve their compliance with regulatory standards. They agreed to address the noted deficiencies in a Corrective Action Plan (CAP).

NOTABLE FINDINGS

The following are the notable findings in our review:

- One certified foster home reviewed did not have sufficient educational (books, computer) resources available to children. The FFA representative stated that the agency's social workers will be trained with regard to ensuring that certified homes maintain an appropriate quantity and quality of reading materials, and educational resources and supplies, including computers readily available to children.

- Two certified foster homes did not maintain comprehensive allowance logs. Further, Alliance Human Services FFA did not have a uniformed method of recording the children's allowances. The FFA representative stated that agency social workers will be trained in regard to utilizing a tracking system method that documents children's clothing and weekly monetary allowance.

- Two of six children were not progressing toward meeting the Needs and Services Plan (NSP) goals. Both children had severe behavior problems and although they had been provided with behavior therapists and showed some behavior improvements, their goals were not met. The FFA representative stated that the behavior therapists continued working with the children to improve their behavior.

- The Alliance social workers did not consistently document required monthly contacts with DCFS Children's Social Workers (CSW). The FFA representative stated that their social workers will be trained to ensure that contact with DCFS CSWs are recorded at least monthly.

- Of the 22 updated NSPs reviewed, one was not timely developed. The FFA representative stated that the agency's social worker will be trained with regard to the timely NSPs development.

- Of the 22 updated NSPs reviewed, 10 were not comprehensive. Some goals were not updated and did not reflect the children's overall progress as some children's problematic behavior and plans to reduce them were not addressed. Further, some of the NSPs did not have the DCFS CSWs' signatures of approval. The FFA representative stated that their social workers will be trained with regard to the development of comprehensive NSPs. In addition, Alliance's representatives attended NSP training conducted by OHCMD in January 2012.

- Of the five school-aged children, one did not have a current report card. The FFA representative stated that their social workers will be trained to ensure children's current report cards or progress reports are maintained in their files.

- Two of six children's files reviewed did not have timely initial medical examinations. The FFA representative stated that the agency will train the certified foster parents to ensure all placed children's initial medical examinations are conducted in a timely manner.

- Two of six children's files reviewed did not have timely initial dental examinations. The FFA representative stated that the agency will train the certified foster parents to ensure all placed children's dental examinations are conducted in a timely manner.

- Of the six children's files reviewed, one child's follow-up medical examination was not conducted timely. The FFA representative stated that they will train the certified foster parents to ensure all placed children's follow-up medical examinations are conducted in a timely manner.

- Of the six children's files cases reviewed, one child's follow-up dental examination was not conducted timely. The FFA representative stated that they will train the certified foster parents to ensure all placed children's dental examinations are conducted in a timely manner.

- Of the three children prescribed psychotropic medications, two did not have monthly evaluations by the prescribing physician documented in their case files. The FFA representative stated that their social workers will be trained to ensure children taking psychotropic medications are being evaluated regularly and that verification is documented in their files.

- One child prescribed psychotropic medications stated she was not informed about her medications. The FFA representative stated that their social workers will be trained in regard to informing children about their medication at the time of placement.

- One child prescribed psychotropic medications stated she was not aware of her right to refuse the medication. The FFA representative stated that their social workers will be trained to review children's personal rights with children as it relates to their right to refuse medication at the time of placement.

- Of the four children interviewed, one reported that she was not involved in the selection of her clothing. The FFA representative stated they will train the certified foster parent of the said child to involve children in the selection of their clothing.

- Of the six children's files reviewed, four did not have a photo album/life book. Alliance's representative stated that the FFA will train the certified foster parents and

social workers on the development and maintenance of children's photo albums/life books.

- Of the five staff reviewed, one administrative staff's health-screenings was not conducted timely. The FFA representative was in agreement with our findings and will ensure staff's health-screenings are conducted timely.

EXIT CONFERENCE

The following are highlights from the Exit Conference held on October 13, 2011.

In attendance:

Cathy Leach, Program Director of Alliance Human Services FFA, Gladys Hidayat, Monitor, DCFS, OHCMD.

Highlights:

The Program Director was in agreement with our findings and recommendations. She stated they would make corrections to improve its compliance with regulations and the contract and ensure that the issues presented are corrected.

Alliance submitted an approved written CAP which addressed each recommendation noted in this compliance report. The approved CAP is attached.

We will assess for full implementation of recommendations during our next monitoring review.

If you have any questions, please call me or your staff may contact Aldo Marin, Board Relations Manager at (213) 351-5530.

PLB:RS:KR
EAH:NF:gh

Attachments

c: William T Fujioka, Chief Executive Officer
Wendy Watanabe, Auditor-Controller
Public Information Office
Audit Committee
Ellen Wright, Chair, Board of Directors, Director, Alliance Human Services FFA
Jean Chen, Regional Manager, Community Care Licensing

ALLIANCE HUMAN SERVICES FOSTER FAMILY AGENCY
CONTRACT COMPLIANCE MONITORING REVIEW-SUMMARY

21311 Hawthorne Blvd., #325
Torrance, CA 90503
License Number: 197805864

	Contract Compliance Monitoring Review	Findings: August 2011
I	**Licensure/Contract Requirements** (6 Elements)	
	1. Timely Notification for Child's Relocation	1. Full Compliance
	2. SIRs Documented and Cross-Reported	2. Full Compliance
	3. Runaway Procedures	3. Full Compliance
	4. Community Care Licensing Citations, Out-of-Home Care Management Division reports on Safety and Physical Deficiencies.	4. Full Compliance
	5. If Applicable, FFA Ensures Complete Required Whole Foster Family Home Training	5. Not Applicable
	6. FFA Pays Certified Foster Parents Whole Foster Family Home Payments.	6. Not Applicable
II	**Certified Foster Homes** (13 Elements)	
	1. Home Study Prior to Certification	Full Compliance (ALL)
	2. Contact with References/Including Check with OHCMD	
	3. Safety Inspection Prior to Certification	
	4. Timely DOJ, FBI, CACI	
	5. Health Screening Prior to Certification	
	6. Required-Training Prior to Certification	
	7. Current Certificate of Approval on File Including Capacity	
	8. Home Inspection/Evaluations for Re-certification	
	9. Completed Training Hours for Re-certification	
	10. CPR/First-Aid/Water Safety Certificates	
	11. CDL/Auto Insurance	
	12. Other Adults: DOJ/FBI/CACI	
	13 Transportation	
III	**Facility and Environment** (8 Elements)	
	1. Exterior/ Well Maintained	1. Full Compliance
	2. Common Areas Maintained	2. Full Compliance
	3. Children's Bedrooms/Interior Maintained	3. Full Compliance
	4. Sufficient Recreational Equipment	4. Full Compliance
	5. Sufficient Educational Resources	5. Need Improvement
	6. Adequate Perishable and Non Perishable Food	6. Full Compliance
	7. Disaster Drills Conducted	7. Full Compliance
	8. Allowance Logs	8. Need Improvement

IV	**Maintenance of Required Documentation and Service Delivery** (11 Elements) 1. DCFS CSW Authorization to Implement NSPs 2. Children's Participation in the Development of NSPs 3. NSPs Implemented and Discussed with Foster Parents 4. Children's Progress Towards Meeting Goals 5. Timely Developed Initial NSPs with Child 6. Timely Comprehensive Initial NSPs with Child 7. Therapeutic Services Received 8. Recommended Assessments/Evaluations Implemented 9. DCFS CSWs Monthly Contacts Documented 10. Timely Developed Updated NSPs with Child 11. Timely Comprehensive Updated NSPs with Child	1. Full Compliance 2. Full Compliance 3. Full Compliance 4. Need Improvement 5. Full Compliance 6. Full Compliance 7. Full Compliance 8. Full compliance 9. Need Improvement 10. Need Improvement 11. Need Improvement
V	**Educational and Workforce Readiness** (7 Elements) 1. Child Enroll in School Within Three Days 2. Child Attends School as Required 3. Agency Facilitates Child's Educational Goals 4. Child's Academic and/or Attendance Increase 5. Current IEPs Maintained 6. Current Report Cards Maintained 7. Agency Facilitates Child's Participation in YDS/Equivalent/Vocational Program	1. Full Compliance 2. Full Compliance 3. Full Compliance 4. Full Compliance 5. Full Compliance 6. Need Improvement 7. Full Compliance
VI	**Health and Medical Needs** (6 Elements) 1. Initial Medical Examinations Conducted 2. Initial Medical Examinations Timely 3. Follow-up Medical Examinations Timely 4. Initial Dental Examinations Conducted 5. Initial Dental Examinations Timely 6. Follow-Up Dental Examinations Timely	1. Full Compliance 2. Need Improvement 3. Need Improvement 4. Full Compliance 5. Need Improvement 6. Need Improvement
VII	**Psychotropic Medications** (2 Elements) 1. Current Court Authorization for Administration of Psychotropic Medication 2. Current Psychiatric Evaluation Review	1. Full Compliance 2. Need Improvement
VIII	**Personal Rights and Social/Emotional Well-Being** (13 Elements) 1. Children Informed of Foster Home's Policies and Procedures	1. Full Compliance

	2. Children Feel Safe 3. Satisfaction with Meals and Snacks 4. Foster Parents Treatment of Children with Respect and Dignity 5. Appropriate Rewards and Discipline System 6. Children Allowed Private Visits, Calls and Correspondence 7. Children Free to Attend Religious Services/Activities 8. Reasonable Chores 9. Children Informed About Psychotropic Medication 10. Children Informed About Right to Refuse Psychotropic Medication 11. Children Informed About Voluntary Refusal of Medical, Dental & Psychiatric Care 12. Children Participation in At-Home, School, Community Activities 13. Children Participation in Extra-Curricular Activities	2. Full Compliance 3. Full Compliance 4. Full Compliance 5. Full Compliance 6. Full Compliance 7. Full Compliance 8. Full Compliance 9. Need Improvement 10. Need Improvement 11. Full Compliance 12. Full Compliance 13. Full Compliance
IX	**Personal Needs/Survival and Economic Well-Being** (8 Elements) 1. Clothing Allowance 2. Ongoing Clothing Inventories of Adequate Quantity 3. Ongoing Clothing Inventories of Adequate Quality 4. Involvement in Selection of Clothing 5. Provision of Personal Care Items 6. Minimum Monetary Allowances 7. Management of Allowance 8. Encouragement and Assistance with Life Book	1. Full Compliance 2. Full Compliance 3. Full Compliance 4. Need Improvement 5. Full Compliance 6. Full Compliance 7. Full Compliance 8. Need Improvement
X	**Discharged Children** (3 Elements) 1. Stabilization of Placement Prior to Discharge 2. Discharge Summary Completed 3. Child Completed High School	1. Full Compliance 2. Full Compliance 3. Not Applicable
XI	**Personnel Records** (14 Elements) 1. DOJ Timely Submitted. 2. FBI Timely Submitted (After January 1, 2008) 3. CACIs Timely Submitted 4. Signed Criminal Background Statement Timely 5. Education/Experience Requirement 6. Employee Health-Screening Timely 7. Valid Driver's License 8. Signed Copies of FFA Policies and Procedures 9. Initial Training Documentation	1. Full Compliance 2. Full Compliance 3. Full Compliance 4. Full Compliance 5. Full Compliance 6. Need Improvement 7. Full Compliance 8. Full Compliance 9. Full Compliance

	10. One-Hour Training Documentation 11. CPR Training Documentation 12. First-Aid Training Documentation 13. Ongoing Training Documentation 14. Social Workers Appropriate Case Ratio	10. Full Compliance 11. Full Compliance 12. Full Compliance 13. Full Compliance 14. Full Compliance

ALLIANCE HUMAN SERVICES FOSTER FAMILY AGENCY
CONTRACT COMPLIANCE MONITORING REVIEW

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The following report is based on a "point in time" monitoring visit and addresses findings noted during the August 2011 monitoring review.

CONTRACTUAL COMPLIANCE

Based on the results of the compliance review, Alliance was in full compliance with three of 11 sections of our contract compliance review: Licensure/Contract Requirements; Certified Foster Homes; Discharged Children. The following report details the results of our review.

FACILITY AND ENVIRONMENT

Based on our review of six children's files and/or documentation from the provider, Alliance was in full compliance with six of eight elements reviewed in the area of Facility and Environment.

We noted that in one certified home, the placed child did not have appropriate quantity of reading materials nor access to a computer. Further, the child did not have a library card which would allow her access to a library computer.

We also noted that two certified foster parents did not maintain comprehensive allowance logs. Further, Alliance did not have a uniformed method of recording the children's allowances. Alliance's representative stated that the FFA will ensure that children are provided with sufficient reading materials, educational resources and supplies including computer access. In addition, the FFA will develop a tracking system of recording placed children's clothing and monetary allowances.

Recommendations:

Alliance's management shall ensure that:

1. Sufficient educational resources are available for children.

2. FFA social worker staff work with certified foster parents to ensure utilization of a uniformed method of recording the children's clothing and monetary allowances.

MAINTENANCE OF REQUIRED DOCUMENTATION AND SERVICE DELIVERY

Based on our review of six children's files and/or documentation from the provider, Alliance Human Services FFA was in full compliance with five of 11 elements reviewed in the area of Maintenance of Required Documentation and Service Delivery.

Two children showed some improvement in their behaviors but their goals were not met. Documentation reviewed revealed one child showed some improvement in her behavior at school; however no change in her behavior at home was noted. Documentation for another child showed some improvements in his behavior at home, however his behavior at school remained the same. Both children were receiving behavior therapy from their respective behavior therapists.

We also noted that Alliance's social workers did not maintain consistent documentation of contacts with DCFS Children's Social Workers (CSW) regarding updates on placed children's progress and therefore, difficult to determine whether they were actually made.

Of the 22 updated Needs and Services Plans (NSPs) reviewed, one was not developed timely and 10 were not comprehensive. It was also noted that several goals were not specific, measurable and time limited. We noted that one child whom had numerous behavior problems such as stealing, fighting and being defiant at school did not have a specific NSP goal addressing the said behavior. Another child whom had a substance abuse problem attended a drug diversion program and drug abuse counseling. However, the child did not have a NSP goal addressing her substance abuse dependency.

Alliance's representative stated that they will train their social workers to ensure that issues presented with regard to NSPs and social workers' contacts are corrected. Additionally, Alliance's representatives attended the NSP training conducted by OHCMD in January 2012.

Recommendations:

Alliance management ensure that:

3. FFA social workers closely review the children's NSPs, monitor their progress and modify the NSP goals as deemed necessary.

4. FFA social workers document monthly contacts with DCFS CSWs to update the children's progress.

5. The children's NSPs are developed and updated timely.

6. Alliance social workers develop comprehensive NSPs for all children.

EDUCATION AND WORKFORCE READINESS

Based on our review of six children's files and/or documentation from the provider, Alliance was in full compliance with six of seven elements reviewed in the area of Education and Workforce Readiness.

During the review, we noted that one youth did not have a current report card in her case file. Alliance's staff stated they will ensure all children's current report cards are maintained in their files.

Recommendation:

Alliance's management shall ensure that:

7. Current report cards are maintained in the files for all placed children.

HEALTH AND MEDICAL NEEDS

Based on our review of six children's files and/or documentation from the provider, Alliance was in full compliance with two of six elements reviewed in the area of Health and Medical Needs.

We noted that although all six children received initial medical and dental examinations, two children's initial medical examinations and two children's initial dental examinations were not conducted timely. It was also noted that one child's follow-up medical examination and another child's dental examination were not conducted timely. Alliance's representative stated the FFA will ensure all children's medical and dental examinations are conducted timely.

Recommendations:

Alliance's management shall ensure that:

8. All placed children's initial medical examinations are conducted timely

9. All placed children's follow-up medical examinations are conducted timely.

10. All placed children's initial dental examinations are conducted timely.

11. All placed children's follow-up dental examinations are conducted timely

PSYCHOTROPIC MEDICATIONS

Based on our review of three children prescribed psychotropic medication, Alliance was in full compliance with one of two elements reviewed in the area of Psychotropic Medications.

We noted that two children prescribed psychotropic medications were evaluated by their respective psychiatrist every six months and some documentation of their psychiatric visits were missing from their case files. Alliance's representative stated that they will ensure children who are prescribed psychotropic medications are being evaluated regularly and that verification of services is maintained in their files.

Recommendation:

Alliance Human Services FFA management to ensure that:

12. Children who are prescribed psychotropic medications are being evaluated by their psychiatrist in accordance with the contract specifications and that verification of services are maintained in their case files.

PERSONAL RIGHTS AND SOCIAL/EMOTIONAL WELL-BEING

Based on our review of six children's case files and/or documentation from the provider, Alliance was in full compliance with 11 of 13 elements reviewed in the area of Personal Rights and Social/Emotional Well-Being.

One child prescribed psychotropic medication stated that she did not know the reason she was taking psychotropic medication and was not aware of her right to refuse the medications or voluntarily reject medical, dental and psychiatric care. Alliance's representative stated they will train their social workers in regard to informing children about their medication, as well as reviewing children's personal rights with the children as it relates to their right to refuse medication at the time of placement.

Recommendations:

Alliance's management shall ensure that:

13. Children are informed about reasons for their medications.

14. Children are informed of their right to refuse medication.

PERSONAL NEEDS/SURVIVAL AND ECONOMIC WELL-BEING

Based on our review of six children's case files and/or documentation from the provider, Alliance was in full compliance with six of eight elements reviewed in the area of Personal Needs/Survival and Economic Well-Being.

We noted that children had adequate clothing inventory, however, one youth reported that she was not involved in the selection of her clothing. She reported that she liked the clothes the foster parent had bought her, however she would like to have the autonomy to select her own clothes.

We also noted that none of the FFA social workers and three of four foster parents encouraged or assisted the placed children in creating and maintaining their photo albums/life books. Alliance's representative stated that the certified foster parents and social workers will be trained on the development and maintenance of photo albums/life books and the social workers will ensure each child's life book is maintained and updated.

Recommendations:

Alliance's management shall ensure that:

15. Age-appropriate children are given the opportunity to be involved in the selection of their clothing.

16. Each placed child is encouraged and assisted in creating and updating photo album/life books.

PERSONNEL RECORDS:

Based on our review of three staff's case files and/or documentation from the provider, Alliance was in full compliance with 13 of 14 elements reviewed in the area of Personnel Records.

We noted that one administrative staff's health-screenings was not conducted timely. The FFA representative stated that the FFA will ensure staff's health-screenings are conducted timely.

Recommendation:

Alliance's management shall ensure that

17. Staff's health-screenings are completed in a timely manner.

PRIOR YEAR FOLLOW-UP FROM THE AUDITOR-CONTROLLER'S CONTRACT REVIEW REPORT

Objective

Determine the status of the recommendations reported in the A-C's prior monitoring report.

Verification

We verified whether the outstanding recommendations from the last Auditor-Controller's (A-C) contract review report issued September 30, 2008 were implemented.

Results

The A-C's prior monitoring report contained one outstanding recommendation that covered a deficiency in the area of foster homes' compliance with CDSS Title 22 regulations and the County Contract. Specifically, Alliance Human Services FFA was to monitor certified foster homes to ensure the homes were maintained in compliance with the County contract and CDSS Title 22 regulations. Based on our follow-up of the recommendation, Alliance's fully implemented the recommendation.

MOST RECENT FISCAL REVIEW CONDUCTED BY THE AUDITOR-CONTROLLER

A fiscal review of Alliance Human Services FFA has not been posted by the A-C.

Alliance
HUMAN SERVICES, INC.

March 26, 2012

Nestor Figueroa CSA II
Out of Home Care Management Division
9320 Telstar Avenue, Suite 216
El Monte, CA 91731

Dear Mr. Figueroa:

Addendum RE: Performance Evaluation Results Review, Dated October 13, 2011

Alliance Human Services, Inc. (Facility No. 197805864) is serious in their responsibility of ensuring the safety and well-being of the children in our certified homes. The following Corrective Action Plan directly addresses the findings, as identified on the Foster Family Monitoring Review Field Exit Summary:

III. Facility & Environment

#24. Does the certified foster home have quantity & quality reading materials & educational resources & supplies.

On April 19, 2012 Alliance Program Manage[redacted] will conduct training for foster parents on the following:

- Ensuring that certified homes maintain an appropriate quantity and quality of reading materials, and educational resources and supplies, including computers readily available to children.

IV. Maintenance of Required Documentation & Service Delivery

34 Are children receiving required therapeutic services?

[redacted] received therapeutic services prior to discharge. Please see the attached Needs & Services Plan/ Quarterly Report, which reflects the completion of therapeutic services on page 6 Medical, Physical/Dental/Psychological Health Clinical Visits Section.

37 Did the treatment team develop timely updated Needs and Services Plans (NSP) with the Child?

On March 29, 2012 Alliance Program Manager, [redacted] will train ASW [redacted] on the following:

- Ensuring that children receive required therapeutic services.
- Developing timely updated Needs & Service Plan (NSP) with the child.

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#38 Did the treatment team develop comprehensive updated Needs and Services Plans (NSP) with the Child.

On March 29, 2012 Alliance Program Manager, [redacted] will train Social Workers on the following:

- Utilizing the treatment team to develop comprehensive updated Needs & Service Plan (NSP) with the child.
- Using the SMART objectives while developing comprehensive updated Needs & Services Plans.

V. Education and Workforce Readiness

#42. Has the child's academic performance and/or attendance increase.
#44. Are current copies of the children's report cards or progress reports maintained?

On March 29, 2012 Alliance Program Manager, [redacted] will conduct training for social workers on the following:

- Ensuring that academic performance is reflected and documented.
- Ensuring that current copies of the children's report cards or progress reports are maintained in their files.

VI. Health and Medical Needs

#47 Are initial medical examinations?

Initial Medical exam not timely for [redacted] & [redacted].

#48 Required follow up medical examinations conducted timely.
#50 Initial Dental examinations conducted in a timely manner

On April 29, 2012 Program Manager will conduct a training for foster parents regarding the following:

- Ensuring that Initial medical exams for foster children are received in a timely manner
- Ensuring that all follow up medical examinations are conducted timely.
- Ensuring that dental examinations are conducted in a timely manner.

VIII. Personal Rights and Social/Emotional Well-Being

62 Are children informed about their medication.
63 Are children aware of their right to refuse medication?

On March 29, 2012 Program Manager will train Social Workers on the following:

- To inform children about their medication at the time of placement.

- To review the Personal Rights with children as it relates to their right to refuse medication at the time of placement

IX. Personal Needs/Survival and Economic Well-Being

#70 Are children involved in the selection of Clothing.

On April 19, 2012 Alliance Program Manager, [redacted] will conduct training for [redacted] on the following:

- Involving the children in the selection of their clothing.

XI. Personnel Records

78 DOJ submitted timely.

[redacted]- Her clearances were transferred from another agency. The transfer was requested on 9/10/08. Please see copy of transfer request completed by former Program Manager [redacted].

79 FBI & CAI submitted timely.

[redacted]- Former Program Manager [redacted] called to verify FBI & CAI clearances. Please see clearance documentation grid, which reflects that clearances were received on 10-8-09, although there were not sent out until 10/16/09.
[redacted]- Criminal Record Statement- was signed on 10-1-09. Date of hire was 10-12-09

In reference to the other recommendations provided by DCFS monitor [redacted], they have been noted and addressed in the body of the findings.

Thank you for your consideration. If you have any further questions, please feel free to contact me a (310)792-8920.

Sincerely,

Cathy Leach

Cathy Leach
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