County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES
425 Shatto Place, Los Angeles, California 90020
(213) 351-5602

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February 28, 2013

To: Supervisor Mark Ridley-Thomas, Chairman
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From: Philip L. Browning
Director

ALPHA TREATMENT CENTER 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 Alpha Treatment Center Foster Family Agency (FFA) in August 2012. Alpha Treatment Center FFA has one licensed office in the First Supervisorial District, and provides services to Los Angeles County DCFS foster children and youth. According to Alpha Treatment Center FFA's program statement, its mission is "to provide short term and long term foster care for the treatment of needy male and female minors, ages birth to seventeen years."

At the time of the review, Alpha Treatment Center FFA supervised 41 DCFS placed children in 15 certified foster homes. The placed children's average length of placement was six months, and their average age was eight.

SUMMARY

During our review, the interviewed children generally reported feeling safe at Alpha Treatment Center FFA; having been provided with good care and appropriate services; being comfortable in their environment and treated with respect and dignity. The certified foster parents reported they were supported by the Alpha Treatment Center FFA staff in their efforts to provide care, supervision and service delivery to the children placed in their homes.

Alpha Treatment Center FFA was in full compliance with eight of 11 sections of our program compliance review: Licensure/Contract Requirements; Certified Foster Homes; Education and Workforce Readiness; Health and Medical Needs; Psychotropic Medication; Personal Rights and Social/Emotional Well-Being; Discharged Children; and Personnel Records.

We noted one deficiency in the area of Facility and Environment. One certified foster parent did not maintain clothing allowance logs. We also noted a finding in the Maintenance of Required Documentation and Service Delivery related to Needs and Service Plans (NSPs). In the area of Personal Needs/Survival and Economic Well-Being, we noted one certified foster parent did not encourage and assist children with their life books.

Of noteworthy mention, one youth placed with Alpha Treatment Center FFA graduated from high school during the review period. He has obtained employment and enrolled in junior college. This non-minor dependent continues to benefit from foster placement through the AB 12 program.

Attached are the details for our review.

REVIEW OF REPORT

On October 16, 2012, the DCFS OHCMD Monitor, Thomas Manning, held an Exit Conference with Alpha Treatment Center FFA's representative, Emmanuel Humphries, CEO/Administrator/Supervisor. Alpha Treatment Center FFA's CEO agreed with the review findings and recommendations; was receptive to implementing systemic changes to improve their compliance with regulatory standards; and agreed to address the noted deficiencies in a Corrective Action Plan (CAP).

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

Alpha Treatment Center FFA provided the attached approved CAP addressing the recommendations noted in this compliance report.

We will confirm that these recommendations have been implemented during our next monitoring review.

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

PLB:EM:KR
EAH:NF:tm

Attachments

c: William T Fujioka, Chief Executive Officer
Wendy Watanabe, Auditor-Controller
Public Information Office
Audit Committee
Emmanuel Humphries, Executive Director, Alpha Treatment Center FFA
Rosalie Gutierrez, Regional Manager, Community Care Licensing

ALPHA TREATMENT CENTER FOSTER FAMILY AGENCY
CONTRACT COMPLIANCE MONITORING REVIEW
FISCAL YEAR 2012-2013

SCOPE OF REVIEW

The following report is based on a "point in time" monitoring visit. This compliance report addresses findings noted during the August 2012 Review. The purpose of this review was to assess Alpha Treatment Center FFA's compliance with the County contract requirements and State regulations and included a review of the Alpha Treatment Center FFA's program statement, as well as administrative internal policies and procedures. The monitoring review covered the following 11 areas:

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

For the purpose of this review, ten children were selected for the sample. We interviewed four children of the ten children. Five children were not interviewed due to their age as they are non-verbal. However, the monitor observed and interacted with all five children and assessed for appropriate age developmental milestones, as well as their appropriate interaction with their caretakers. One non-minor dependent chose not to be interviewed for this review. We reviewed each of the children' case files to assess the care and services they received. Additionally, five discharged children's files were also reviewed to assess Alpha Treatment Center FFA's compliance with permanency efforts. At the time of the review, two placed children were prescribed psychotropic medication. We reviewed their case files to assess for timeliness of Psychotropic Medication Authorizations (PMAs) and to confirm the required documentation of psychiatric monitoring.

We reviewed three certified foster parent files and five staff files were reviewed for compliance with Title 22 Regulations and County contract requirements. Interviews were conducted with three certified foster parents to assess the quality of care and supervision provided to children.

CONTRACTUAL COMPLIANCE

We found the following three areas to be out of compliance.

Facility and Environment

- One of three certified foster homes did not maintain clothing allowance logs. The Alpha Treatment FFA Administrator provided verification of training completed in 2012 with his staff and certified foster parents regarding Title 22 Regulations for clothing allowance logs. He also provided an oversight plan to ensure ongoing monitoring of the homes.

Recommendation

Alpha Treatment Center FFA's management shall ensure that:

1. All certified foster homes maintain clothing allowance logs. The FFA social workers shall routinely inspect certified foster homes to ensure ongoing compliance.

Maintenance of Required Documentation and Service Delivery

- We noted that four NSPs did not have the County worker's signature needed for authorizing implementation of the NSPs. Three NSPs were developed without the involvement of the certified foster parents. The Alpha Treatment FFA Administrator reported that they would ensure all NSPs are signed by the County Worker and that the certified foster parents would be included in their development.

Recommendation

Alpha Treatment FFA's management shall ensure that:

2. All NSPs are signed by County Worker and that Alpha Treatment FFA staff routinely monitor for ongoing compliance, as well as ensure that documentation is maintained in the children's files.

3. Alpha Treatment FFA Staff will include certified foster parents in the development of all NSPs and the Alpha Treatment FFA Supervisors will routinely monitor NSPs for ongoing compliance.

Personal Needs/Survival and Economic Well-Being

- Three children did not have life books.

Recommendation

Alpha Treatment Center FFA's management shall ensure that:

4. All certified foster parents will provide and update all children's life books monthly.

PRIOR YEAR FOLLOW-UP FROM DCFS OHCMD's FOSTER FAMILY AGENCY CONTRACT COMPLIANCE MONITORING REVIEW

The OHCMD's last compliance report dated June 24, 2011 noted no deficiencies.

MOST RECENT FISCAL REVIEW CONDUCTED BY THE AUDITOR-CONTROLLER

A fiscal review of Alpha Treatment Center FFA has not been posted by the A-C.

ALPHA TREATMENT CENTER FOSTER FAMILY AGENCY
CONTRACT PROGRAM COMPLIANCE MONITORING REVIEW-SUMMARY
1044 W. West Covina Parkway, West Covina, CA 91790
License Numbers: 197803842

	Contract Compliance Monitoring Review	**Findings: August 2012**
I	**Licensure/Contract Requirements** (7 Elements) 1. Timely Notification for Child's Relocation 2. Serious Incident Report Documentation and Cross Reporting 3. Runaway Procedures 4. Are there CCL Citations/OHCMD Safety Reports? 5. If Applicable, FFA Ensures Complete Required Whole Foster Family Home Training 6. FFA Pays Certified Foster Parents Whole Foster Family Home Payments 7. Assessment of Certified Foster Parent (CFP) Prior to Placement of Two (2) or More Children	Full Compliance (ALL)
II	**Certified Foster Homes (CFHs)** (12 Elements) 1. Home Study and Safety Inspection Prior to Certification 2. Contact with References/Including Check with OHCMD 3. Timely DOJ, FBI, CACI, 4. Timely, Completed, Signed Criminal Background Statement 5. Health Screening & TB Test Prior to Certification 6. Required Training Prior to Certification 7. Certificate of Approval on File/Including Capacity 8. Safety Inspection Every Six Months or Per Approved Program Statement 9. Completed Training Hours for Re-certification and Current CPR/First-Aid/Water Safety Certificates 10. Current CDL/Auto Insurance/Annual Vehicle Maintenance Documentation for CFPs and Designated Drivers 11. Other Adults In The Home: Health Screening/CDL/CPR DOJ/FBI/CACI/Auto Insurance 12. FFA Assists CFPs with Transportation Needs	Full Compliance (ALL)

III	**Facility and Environment** (7 Elements) 1. Exterior/Grounds Well Maintained 2. Common Areas Maintained 3. Children's Bedrooms/Interior Maintained 4. Sufficient Educational Resources 5. Adequate Perishable and Non-Perishable Food 6. Disaster Drills Conducted and Documentation Maintained 7. Comprehensive monetary and clothing Allowance Logs Maintained	1. Full Compliance 2. Full Compliance 3. Full Compliance 4. Full Compliance 5. Full Compliance 6. Full Compliance 7. Improvement Needed
IV	**Maintenance of Required Documentation/Service Delivery** (10 Elements) 1. County Worker's Authorization to Implement NSPs 2. NSPs Implemented and Discussed with Foster Parents 3. Children Progressing Towards Meeting NSP Goals 4. Develop Timely, Comprehensive Initial NSP With Child's Participation 5. Develop Timely, Comprehensive Updated NSPs With Child's Participation 6. Therapeutic Services Received 7. Recommended Assessments/Evaluations Implemented 8. County Workers Monthly Contacts Documented in Child's Case File 9. Develop Timely, Comprehensive Quarterly Reports 10. FFA Social Workers Conduct Required Visits	1. Improvement Needed 2. Improvement Needed 3. Full Compliance 4. Full Compliance 5. Full Compliance 6. Full Compliance 7. Full Compliance 8. Full Compliance 9. Full Compliance 10. Full Compliance
V	**Education and Workforce Readiness** (5 Elements) 1. Children Enrolled in School Within Three School Days 2. Children Attend School as Required and FFA Facilitates Children's Educational Goals Met 3. Current Report Cards Maintained 4. Children's Academic Performance and/or Attendance Increased 5. FFA Facilitates Child's Participation in YDS/Equivalent/Vocational Programs	Full Compliance (ALL)

VI	**Health and Medical Needs** (4 Elements) 1. Initial Medical Exams Conducted Timely 2. Follow-up Medical Exams Conducted Timely 3. Initial Dental Exams Conducted Timely 4. Follow-Up Dental Exams Conducted Timely	Full Compliance (ALL)
VII	**Psychotropic Medications** (2 Elements) 1. Current Court Authorization for Administration of Psychotropic Medication 2. Current Psychiatric Evaluation Review	Full Compliance (ALL)
VIII	**Personal Rights and Social Emotional Well-Being** (10 Elements) 1. Children Informed of Agency's Policies and Procedures 2. Children Feel Safe 3. CFPs' Efforts to Provide Meals and Snacks 4. CFPs Treat Children with Respect and Dignity 5. Children Allowed Private Visits, Calls and to Receive Correspondence 6. Children Free to Attend or Not Attend Religious Services/Activities 7. Reasonable Chores 8. Children Informed About Their Medication and Right to Refuse Medication 9. Children Aware of Right to Refuse Medical, Dental and Psychiatric Care 10. Children Given Opportunities to Participate in Extra-Curricular Activities, Enrichment and Social Activities	Full Compliance (ALL)
IX	**Personal Needs/Survival and Economic Well-Being** (7 Elements) 1. Clothing Allowance in Accordance with FFA Program Statement ($50 Minimum If After November 1, 2012) 2. Ongoing Clothing Inventories of Adequate Quantity and Quality 3. Children's Involvement in Selection of Clothing 4. Provision of Sufficient Supply of Clean Towels and Personal Care Items Meeting Ethnic Needs 5. Minimum Monetary Allowances	1. Full Compliance 2. Full Compliance 3. Full Compliance 4. Full Compliance 5. Full Compliance

	6. Management of Allowance/Earnings 7. Encouragement/Assistance with Life Book	6. Full Compliance 7. Improvement Needed
X	**Discharged Children** (2 Elements) 1. Completed Discharge Summary 2. Child Completed High School (if applicable)	Full Compliance (ALL)
XI	**Personnel Records** (9 Elements) 1. DOJ, FBI, Child Abuse Criminal Index (CACI) Submitted Timely 2. Timely, Completed, Signed Criminal Background Statement 3. Education/Experience Requirements 4. Employee Health Screening/TB Timely 5. Valid CDL and Auto Insurance 6. Signed Copies of FFA Policies and Procedures 7. Staff Completed All Required Training and Documentation Maintained 8. FFA Social Workers Have Appropriate Caseload Ratio 9. Written Declarations For Contract FFA Social Workers That Caseloads Not Exceed Total of 15 Children	Full Compliance (ALL)

ALPHA TREATMENT CENTERS
FOSTER FAMILY AGENCY
Licenses #'s Riverside 330600001 - Los Angeles 197803842

Alpha Adoption Centers
One World, One Heart, One Family
License # 336424024

October 29, 2012

Thomas Manning, CSA I
DCFS – Out of Home Care Management
9320 Telstar Ave, #206
El Monte, CA 91731

RE: FFA Monitoring Review 2012 Plan of Correction

Dear Mr. Manning,

Below is the POC for the items you found missing or incomplete during your 2012 Annual review. I did not include POCs for sections and items II. #19, III. #25, V. #40, and VII. # 47 as I faxed you the needed corresponding paperwork to clear those items on October 22, 2012.

All ATC social workers will be retrained on the issues below at the next ATC Staff meeting on November 14, 2012.

All ATC foster parents will be retrained on the issues below at their November training meetings.

Plan of Correction for *FFA Monitoring Review Items:*

III. FACILITY AND ENVIRONMENT

26. Are appropriate and comprehensive monetary and clothing allowance logs maintained?

Plan of Correction: Each foster youth's individual clothing receipts must be separately accounted for and full clothing allowances must be disbursed for each of the children per quarter. Foster parents will be required to spend $150 per child per quarter plus any county clothing allowances received. If the total amount is not spent, the difference will be subtracted from their child reimbursement check to be used towards clothing. A separate check will be issued. The ATC foster parent will provide original receipts to the ATC social worker quarterly. The ATC SW will review the clothing purchases monthly to ensure this money is being spent on the child.

Allowances will be encouraged to be given weekly but not less than monthly. Allowances will be given on the same day of the week/month. The amount will be properly documented on LIC 405 Record of Client's/Resident's Safeguarded Cash Resources or its equivalent.

5053 LAMART, SUITE 107 RIVERSIDE, CA 92508 - 951-369-5282
1044 W. WEST COVINA PARKWAY, WEST COVINA, CA 917901 - 626-939-9100

IV. MAINTENANCE OF REQUIRED DOCUMENTATION AND SERVICE DELIVERY

27. Did the FFA obtain or document efforts to obtain the CSW authorization to implement the NSP?

Plan of Correction: ATC social workers will show written/documented proof that they have made numerous attempts to obtain the CSW's signature on all NSPs. "Proof" will consist of fax or email copies, documented phone calls to the CSW, and if and when necessary, the CSW supervisor.

28. Do certified foster parents participate in development of the NSPs?

Plan of Correction: The ATC social worker will involve the foster youth (when age appropriate), the ATC certified foster parent, and the CSW in establishing the needs and services of each foster youth placed in an ATC certified foster home. This will be documented by having all parties involved sign the NSP.

IX. PERSONALNEED/SURVIVAL AND ECONOMIC WELL-BEING

64. Does the certified foster parent encourage and assist children to update a life book or photo album (PERMANENCY)

Plan of Correction: The ATC social worker will involve the foster parent and foster youth (when age appropriate), in establishing and updating an individual life book for each minor placed in their home. This life book will be the property of the foster youth and be theirs to take with them when the foster youth leave the foster home.

If you have any questions, please do not hesitate to call 951-369-5282.

Thank you,

K. Gail Tighe

K. Gail Tighe
Program Officer
951-369-5282 Office
951-369-1753 Fax
951-515-5233 Cell

5053 LAMART, SUITE 107 RIVERSIDE, CA 92508 - 951-369-5282
1044 W. WEST COVINA PARKWAY, WEST COVINA, CA 917902 - 626-939-9100