County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

425 Shatto Place, Los Angeles, California 90020
(213) 351-5602

JACKIE CONTRERAS, Ph.D.
Acting Director

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July 10, 2011

To: Supervisor Michael D. Antonovich, Mayor
Supervisor Gloria Molina
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Supervisor Don Knabe

From: Jackie Contreras, Ph.D.
Acting Director

B & I GROUP HOME CONTRACT COMPLIANCE MONITORING REVIEW

In accordance with your Board's April 14, 2009 motion, we are informing your Board of the results of a group home compliance review.

B & I Group Home has two six-bed sites located in Los Angeles County's 1st Supervisorial District and provides services to Los Angeles County Department of Children and Family Services' (DCFS) foster youth and Los Angeles County Probation Department youth. At the time of the review DCFS youth were placed in the San Francisco site only. According to B & I Group Home's program statement, "the facility attempts to meet the individual needs of the child as well as the needs of the children as a collective group." B & I Group Home is licensed to serve a capacity of six youth, ages 13 through 17.

The Out-of-Home Care Management Division (OHCMD) conducted a review of B & I Group Home in November 2010 at which time the agency had five male DCFS placed youth. The placed children's overall average length of placement was one month and their average age was 16. In addition, at this time six male Probation youth were placed at this site, which was monitored by the Probation Department in October 2010. A report detailing the Probation Department's review of B & I Group Home was issued on June 9, 2011. For the purpose of the DCFS review, five DCFS children were interviewed and their case files were reviewed. Seven staff files were reviewed for compliance with Title 22 regulations and contract requirements.

None of the children were on psychotropic medication.

SCOPE OF REVIEW

The purpose of this review was to assess B & I Group Home's compliance with the contract and State regulations. The visit included a review of the agency's program statement, administrative internal policies and procedures, five placed children's case files and a random sampling of personnel files. A visit was made to this site to assess the quality of care and supervision provided to children, and interviews were conducted with the 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

Generally, B & I Group Home was providing the services as outlined in its program statement. The Group Home was organized and adequately landscaped.

At the time of the review, the Group Home needed to address a few minor physical plant deficiencies. The Group Home also needed to develop comprehensive Needs and Services Plans (NSP) and ensure that NSPs included all elements of the NSP template. Also, one child was not satisfied with the food. Further, the agency needed to ensure that newly hired staff members received a timely initial health screening and timely training in the Group Home's Emergency Intervention Plan training of Pro-Act.

The Executive Director and Facility Manager were cooperative and agreed to correct the findings to ensure compliance with the Foster Care Agreement and Group Home Contract.

NOTABLE FINDINGS

The following are the notable findings of our review:

- The Group Home did not have a variety of outdoor recreational equipment, in that it only had a basketball hoop with a torn net. There was no outdoor furniture for the children. The Executive Director agreed to provide a table and chairs, a BBQ grill and age-appropriate outdoor recreational equipment.

- Three initial and one updated NSP were reviewed for four children. The fifth reviewed child was placed less than 30 days; therefore he did not yet have an initial NSP. None of the NSPs were comprehensive as they did not include all of the required elements in accordance with the NSP template. All reviewed NSPs were inaccurate in that they indicated the children were on psychotropic medication when, in fact, none of the reviewed children were on psychotropic medication. The NSPs did not include specific and measureable treatment goals related to permanency, life skills and visitation. Additionally, there was no documentation regarding progress toward permanency plans. The Group Home

Management stated it would discuss the NSP deficiencies with the Group Home Social Worker.

- One of five children interviewed was not satisfied with the meals. The Group Home Administrator stated that there was plenty of food and that the leftover food from meals was placed in the refrigerator for the children to heat up later in the evening. He further stated that the children did not like healthy meals and wanted baloney sandwiches and ramen noodles. It should be noted that the OHCMD Monitor found an abundance of fresh food, well-stocked cupboards and a separate freezer full of food at the time of the review.

- One of seven staff files reviewed did not contain documentation of training on the Group Home's Emergency Intervention Plan. When this was brought to the Group Home Administrator's attention, he stated that he thought the staff member's TCI Certificate would suffice for the Group Home's Emergency Intervention Plan of Pro-Act Certification. The Monitor explained that this was not in accordance with the Group Home's program statement and was inconsistent with Pro-Act training. The Administrator agreed to immediately have the staff member Pro-Act trained. OHCMD was provided with documentation that the staff member was Pro-Act certified in December 2010.

A detailed report of our findings is attached.

EXIT CONFERENCE

The following are highlights from the exit conference held on March 30, 2011.

In attendance:

Irene Kiuruwi, Executive Director, and Rene Hudson, Facility Manager, B & I Group Homes, Incorporated; and Kristine Kropke Gay, Monitor, DCFS OHCMD.

Highlights:

The Executive Director and Facility Manager agreed to the recommendations and to correct all deficiencies to ensure full compliance.

B & I Group Home agreed to maintain the exterior of the facility by providing outdoor furniture and adequate outdoor recreational equipment. Additionally, the agency agreed to work towards the children's satisfaction with meals and snacks, as well as ensure that all staff received timely training of the Group Home's Emergency Intervention Plan of Pro-Act. B & I Group Home provided a timely written Corrective Action Plan (CAP) addressing each recommendation noted in this compliance report. The approved CAP is attached.

As noted in the monitoring protocol, a follow-up visit will be conducted to address the provider's approved CAP and assess for full implementation of CAP recommendations.

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

JC:RS:KR
EAH:DC:kkg

Attachments

c: William T Fujioka, Chief Executive Officer
Wendy Watanabe, Auditor-Controller
Donald H. Blevins, Chief Probation Officer
Public Information Office
Audit Committee
Sybil Brand Commission
Philip Anih, President Board of Directors Moore's Cottage, Inc.
Irene Kiuruwi, CEO, B & I Group Homes
Jean Chen, Regional Manager, Community Care Licensing
Lenora Scott, Regional Manager, Community Care Licensing

B & I GROUP HOME PROGRAM
CONTRACT COMPLIANCE MONITORING REVIEW SUMMARY

SITE LOCATIONS

197 E. Alvarado Street
Pomona, CA 91767
Phone: (909) 622-1133
License Number: 197801988
Rate Classification Level: 11

410 San Francisco Street
Pomona, CA 91767
Phone: (909) 623-3158
License Number: 197803511
Rate Classification Level: 11

	Contract Compliance Monitoring Review	**November 2010**
I	**Licensure/Contract Requirements** (9 Elements) 1. Timely Notification for Child's Relocation 2. Stabilization to Prevent Removal of Child 3. Transportation 4. SIRs 5. Compliance with Licensed Capacity 6. Disaster Drills Conducted 7. Disaster Drill Logs Maintenance 8. Runaway Procedures 9. Allowance Logs	Full Compliance (ALL)
II	**Facility and Environment** (6 Elements) 1. Exterior Well Maintained 2. Common Areas Maintained 3. Children's Bedrooms/Interior Maintained 4. Sufficient Recreational Equipment 5. Sufficient Educational Resources 6. Adequate Perishable and Non Perishable Food	1. Needs Improvement 2. Full Compliance 3. Full Compliance 4. Needs Improvement 5. Full Compliance 6. Full Compliance
III	**Program Services** (8 Elements) 1. Child Population Consistent with Program Statement 2. DCFS CSW Authorization to Implement NSPs 3. Children's Participation in the Development of NSPs 4. NSPs Implemented and Discussed with Staff 5. Therapeutic Services Received 6. Recommended Assessments/Evaluations Implemented 7. DCFS CSWs Monthly Contacts Documented 8. NSPs Comprehensive	1. Full Compliance 2. Full Compliance 3. Full Compliance 4. Full Compliance 5. Full Compliance 6. Full Compliance 7. Full Compliance 8. Needs Improvement

IV	**Educational and Emancipation Service**(4 Elements) 1. Emancipation/Vocational Programs Provided 2. ILP and Emancipation Planning 3. Current IEPs Maintained 4. Current Report Cards maintained	Full Compliance (ALL)
V	**Recreation and Activities** (3 Elements) 1. Participation in Recreational Activity Planning 2. Participation in Recreational Activities 3. Participation in Extra-Curricular, Enrichment, and Social Activities.	Full Compliance (ALL)
VI	**Children's Health-Related Services (including Psychotropic Medications)** (9 Elements) 1. Current Court Authorization for Administration of Psychotropic Medication 2. Current Psychiatric Evaluation/Review 3. Medication Logs 4. Initial Medical Exams Conducted 5. Initial Medical Exams Timely 6. Follow-Up Medical Exams Timely 7. Initial Dental Exams 8. Initial Dental Exams Timely 9. Follow Up Dental Exams Timely	Full Compliance (ALL)
VII	**Personal Rights** (11 Elements) 1. Children Informed of Group Home's Policies and Procedures 2. Children Feel Safe 3. Satisfaction with Meals and Snacks 4. Staff Treatment of Children with Respect and Dignity 5. Appropriate Rewards and Discipline System 6. Children Free to Receive or Reject Voluntary Medical, Dental, and Psychiatric Care 7. Children Allowed Private Visits, Calls, and Correspondence 8. Children Free to Attend Religious Services/Activities 9. Reasonable Chores 10. Children Informed about Psychotropic Medication 11. Children Aware of Right to Refuse Psychotropic	1. Full Compliance 2. Full Compliance 3. Needs Improvement 4. Full Compliance 5. Full Compliance 6. Full Compliance 7. Full Compliance 8. Full Compliance 9. Full Compliance 10. Full Compliance 11. Full Compliance

	Medication	
VIII	**Children's Clothing and Allowance** (8 Elements) 1. $50 Clothing Allowance 2. Adequate Quantity Clothing Inventory 3. Adequate Quality Clothing Inventory 4. Involvement Selection of Clothing 5. Provision of Personal Care Items 6. Minimum Monetary Allowances 7. Management of Allowance 8. Encouragement and Assistance with Life Book	Full Compliance (ALL)
IX	**Personnel Records (including Staff Qualifications, Staffing Ratios, Criminal Clearances and Training)** (12 Elements) 1. Education/Experience Requirement 2. Criminal Fingerprint Cards Timely Submitted 3. CACIs Timely Submitted 4. Signed Criminal Background Statement Timely 5. Employee Health Screening Timely 6. Valid Driver's Licenses 7. Signed Copies of GH Policies and Procedures 8. Initial Training Documentation 9. CPR Training Documentation 10. First Aid Training Documentation 11. Ongoing Training Documentation 12. Emergency Intervention Training Documentation	1. Full Compliance 2. Full Compliance 3. Full Compliance 4. Full Compliance 5. Full Compliance 6. Full Compliance 7. Full Compliance 8. Full Compliance 9. Full Compliance 10. Full Compliance 11. Full Compliance 12. Needs Improvement

B & I GROUP HOME PROGRAM CONTRACT
COMPLIANCE MONITORING REVIEW

410 San Francisco Street
Pomona, CA 91767
Phone: (909) 623-3158
License Number: 197803511
Rate Classification Level: 11

The following report is based on a "point in time" monitoring visit and is only intended to report on the findings noted during the November 2010 monitoring review.

CONTRACTUAL COMPLIANCE

Based on our review of five children's files, seven staff files, and/or documentation from the provider, B & I Group Home was in full compliance with five of nine sections of our Contract Compliance review: Licensure/Contract Requirements; Educational and Emancipation Services; Recreation and Activities; Children's Health-Related Services, Including Psychotropic Medication; and Clothing and Allowance. The following report details the results of our review.

FACILITY AND ENVIRONMENT

Based on our review of five children's files and/or documentation from the Group Home provider, B & I Group Home fully complied with four of six elements reviewed in the area of Facility and Environment.

Generally, the Group Home's common quarters and children's bedrooms were clean and well maintained. The Group Home had an appropriate quantity and quality of reading materials and educational resources, including computers, as well as an adequate supply of perishable and non-perishable foods. Although the front and backyards were clean, maintained and adequately landscaped, there was no outdoor furniture. Additionally, the outdoor recreational equipment was inadequate in that there was only a basketball hoop with a torn net and a deflated basketball. The Executive Director agreed with the findings and stated that they would provide a table, chairs, additional recreational equipment, and BBQ grill for the children.

Recommendations:

B & I Group Home Management shall ensure that:

1. The Group Home exterior and grounds are well maintained, which includes outdoor furniture.

2. The Group Home has a sufficient supply of age-appropriate outdoor recreational equipment for the children.

PROGRAM SERVICES

Based on our review of five children's files and/or documentation from the provider, B & I Group Home fully complied with seven of eight elements in the area of Program Services.

We noted that placed children met the Group Home's population criteria as outlined in the agency's program statement. The CSWs authorized the implementation of the NSPs; the children participated in the development of the NSPs; and staff were aware of the children's NSP case plans and goals. Additionally, the children were receiving the required therapeutic services, and recommended assessments/evaluations were implemented. The monthly contacts with CSWs were appropriately documented.

Based on our review, we found that one updated NSP and none of the three required initial NSPs were comprehensive as some NSPs did not contain all of the required elements in accordance with the NSP template. The reviewed NSPs were inaccurate in that they all indicated that the children were on psychotropic medication when, in fact, none of the reviewed children were on psychotropic medication. The NSPs did not include child-specific, pertinent and measurable treatment goals related to permanency and visitation. The Group Home Administrator and Facility Manager stated they will meet with the Group Home Social Worker to ensure that the NSPs are comprehensive and accurate.

Recommendation:

B & I Group Home Management shall ensure that:

3. NSPs are accurate and comprehensive and include all required elements in the NSP template.

PERSONAL RIGHTS

Based on our review of five children's files and/or documentation from the provider, B & I Group Home fully complied with 10 of 11 elements in the area of Personal Rights.

All of the reviewed children reported that they were informed of the Group Home policies and procedures, felt safe in the Group Home, were treated with respect and dignity and that the discipline policy and chores were fair. They also expressed that they were free to reject voluntary medical and psychiatric care, allowed private visits and telephone calls and had religious freedom.

One of five interviewed children reported dissatisfaction with meals. He stated that, at times, he did not receive enough food and there were not always second helpings. He rated the food as "poor." The child stated that he had not brought this to the Group Home's attention. The Executive Director and Facility Manager were surprised that the child stated that he did not always have enough food to eat during mealtime. The

Group Home Administrator stated that he did not agree, that there was plenty of food in the home. Leftover food was left in the refrigerator after each meal and the children were able to warm it up later. The Group Home Administrator further stated that the children wanted "junk food" such as a baloney sandwiches and ramen noodles, rather than meals. It should be noted that the OHCMD Monitor found an abundance of fresh food, well-stocked cupboards and a separate freezer full of food at the time of the review.

Recommendation:

B & I Group Home Management shall ensure that:

4. Children are satisfied with meals and snacks.

PERSONNEL RECORDS

Based on our review of seven staff personnel files and/or documentation from the provider, B & I Group Home fully complied with 11 of 12 elements in the area of Personnel Records.

All seven reviewed staff members met the Group Home's educational/experience requirements. They submitted timely criminal fingerprint cards, Child Abuse Central Index (CACI) clearances and signed criminal background statements in a timely manner. They also had valid driver's licenses, completed the required initial and on-going training, and signed the Group Home policies and procedures.

The reviewed staff members also received timely CPR and First-Aid training; however one staff member did not receive timely training in the Emergency Intervention Plan training. The Group Home Administrator stated that he thought the staff member's TCI certification in the emergency intervention plan from his previous group home employer would suffice for the Group Home's Emergency Intervention Plan of Pro-Act. The Group Home Administrator immediately agreed that this staff member would not work alone until Pro-Act certified. OHCMD was provided with documentation that the staff member was Pro-Act certified in December 2010.

Recommendations:

B & I Group Home Management shall ensure that:

5. All staff members receive timely training in the Emergency Intervention Plan Training of Pro-Act, in accordance with the B &I Group Home program statement and Pro-Act standards.

PRIOR YEAR FOLLOW-UP FROM THE AUDITOR-CONTROLLER'S (A-C) REPORT

Objective

Determine the status of the recommendations reported in the A-C's last monitoring review.

Verification

We verified outstanding recommendations from A-C's monitoring review issued May 9, 2007, were implemented.

Results

The A-C's prior monitoring report contained five outstanding recommendations. Specifically, B & I Group Home was to repair and paint the interior walls throughout the Group Home; clean the kitchen oven; develop comprehensive NSPs that are specific, measurable, attainable and realistic; and provide the children with the required $50 monthly clothing allowance and minimum weekly allowance.

B & I Group Home fully implemented four of the A-C's recommendations. However, the agency did not implement the recommendation regarding comprehensive NSPs.

Recommendation:

B & I Group Home Management shall ensure that:

6. It fully implements the outstanding recommendation from the A-C's May 9, 2007 monitoring report, which is noted in this report as Recommendation 3.

Addendum 4/30/11

B & I Group Home Inc

We Care

Phillip Anih
Chairman

Carlton Edwards
Secretary

Ernest Bentum
Treasurer

Dr. Allen Brown
Member

Billy McDaniel
Member

Resistard Kitilya
Member

Irene Kiuruwi
Executive Director:
Non voting member

William H. Mashingaidze
Financial Advisor
Non voting member

B & I Group Home Inc
410 San Francisco Ave
Pomona CA 91767
Tel:(909) 623-3158
Tel(909) 549-7838
Pomona, CA 91769
Fax:(909) 622-3678

B/I Group Home 2011
Group Home Contract Compliance
Facility # 197801988 &197803511
P. O. Box 1761
Pomona, CA 91769

I. FACILITY AND ENVIRONMENT

 # 10—Facility Manager Rene Hudson will be responsible for ensuring group home's exterior and grounds are maintained. This will be accomplished by conducting daily inspection of exterior and grounds. B/I have purchased the followings.
See receipts of purchases attached.

3. **Patio table and chairs**
4. **Barbeque Grill**

#13—Facility Manager Rene Hudson will be responsible for ensuring group home maintain sufficient outdoor recreation equipment in good condition and age appropriate. Weekly inspection will be conducted. B/ I has purchased a new basketball goal, weight lifting set and a punching bag set. We are still awaiting $17,000 of equipment from Title I, which is due any day now.
See attached receipts

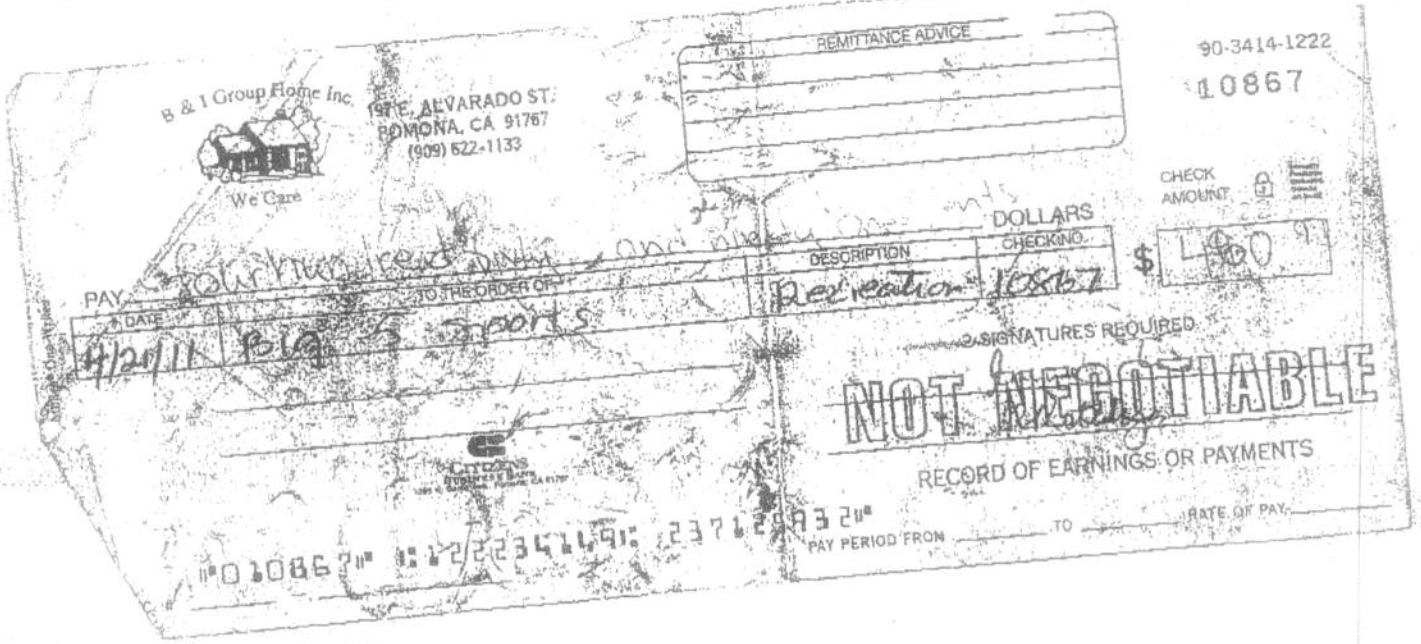
#22– A. Administrator has done additional training with Therapist Jamie Mantell to ensure NSP's are comprehensive and include child specific and measureable goals that documents progress or lack of progress in goals, including emancipation goals. Training focused on child specific goals and addressed the issue of whether progress or lack of progress was made on each goal that was addressed during the reporting period. Therapist Jamie Mantell will be responsible for addressing the progress or lack of progress of goals that are specific to each child when completing report, she will also receive input from Facility Manager Rene Hudson. Administrator will be responsible for compliances.

#41—Do children report satisfaction with meals and snacks?
B&I Group Home will make every effort to try to insure that the residents are satisfy with meals and snacks. Facility manager, Renee Hudson will have house meeting with residents, so residents can give input on what items they want for meals and snacks. Administrator will be responsible for compliances.

#69—Administrator will audit all personnel files and ensure that all staff receives timely Emergency Intervention Plan of Pro-Act in accordance with B & I Program Statement. Administrator will continue to enforce timely Emergency Intervention Plan of Pro-Act.

Sincerely
Billy McDaniel
Administrator

Billy McD



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Original Price 79.99
9146726 MARCY BENCH W/120LB SET
149.99 2 299.98T
Original Price: $199.99
Reason: Prior Sale Price

SubTotal 419.96
Sales Tax $40.95
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Check 460.91

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POMONA, CA 91766

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CASHIER JONATHAN - JHG32X

CUSTOMER AGREEMENT # 219242
RECALL AMOUNT 279.74

SALES TAX	27.27
TOTAL	$307.01
CASH	320.00
CHANGE DUE	12.99

6645 17 28419 04/25/2011 3102

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SPECIAL SERVICES CUSTOMER INVOICE

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2707 S TOWNE AVE
POMONA, CA 91766

Phone: (909) 364-0078
Salesperson: GXG955
Reviewer:

 No. 6645-219242

VALIDATION AREA

6645 00017 28419 04/25/11
SALE 32 JHG32X 11:35 AM

CUSTOMER AGREEMENT # 219242

RECALL AMOUNT	279.74
SALES TAX	27.27
TOTAL	$307.01
CASH	320.00

04/29/2011 08:32 6268690280

†QUOTE is valid for this date: 04/25/2011

This is only a †QUOTE for the merchandise and services printed below. This becomes an Agreement upon payment and an endorsement by a Home Depot register validation.

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Name: **B & I GROUP** **HOME**
Home Phone: (909) 623-3158
Address: 847 COOLLINGWOOD DR
Work Phone: ( ) -
Company Name:
City: POMONA
Job Description: PATIO FURNITURE
State: CA Zip: 91767 County: LOS ANGELES

CUSTOMER PICKUP

MERCHANDISE AND SERVICE SUMMARY

We reserve the right to limit the quantities of merchandise sold to customers.

REF #03 SKU #515-664 Customer Pickup / Will Call

STOCK MERCHANDISE TO BE PICKED UP:

REF #	SKU	QTY	UM	DESCRIPTION	TAX	PRICE EACH	EXTENSION
01	937-969	6.00	EA	BURLINGAME CHAIR /	Y	$29.96	$179.76
02	264-586	1.00	EA	NAPA 44IN ROUND DINING TABLE /	Y	$99.98	$99.98

SCHEDULED PICKUP DATE: 04/25/2011

MERCHANDISE TOTAL: $279.74

END OF CUSTOMER PICKUP - REF #03

TOTAL CHARGES OF ALL MERCHANDISE & SERVICES

ORDER TOTAL	$279.74
SALES TAX	$27.27
TOTAL	$307.01
BALANCE DUE	$307.01

END OF ORDER No. 6645-219242

NOT VALID FOR MERCHANDISE CARRY-OUT

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EGGLESTON DMH

PAGE 08/08

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

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Third District
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Fourth District
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Fifth District

Irene Kiuruwi, Executive Director
Billy McDaniel, Administrator
B & I Group Home
P.O. Box 1761
Pomona CA 91769

Dear Ms. Kiuruwi and Mr. McDaniel:

We have reviewed your 2010 Compliance Review Corrective Action Plan (CAP), dated April 28, 2011, and Addendum dated April 30, 2011. The CAP and Addendum are approved as written.

The Out of Home Care Management Division Monitor will be following up with B & I Group Home to ensure maintenance of the approved CAP.

Thank you for your cooperation. If you have any questions, you may contact me at (626) 569-6819.

Sincerely,

Dorothy Channel

Dorothy Channel, Manager
Out of Home Care Management Division