County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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

PHILIP L. BROWNING
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May 1, 2012

To: Supervisor Zev Yaroslavsky, Chairman
Supervisor Gloria Molina
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Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: Philip L. Browning
Director

FAMILIES UNITING FAMILIES FOSTER FAMILY AGENCY COMPLIANCE MONITORING REVIEW

The Out-of-Home Care Management Division (OHCMD) conducted a review of the Families Uniting Families Foster Family Agency (FFA) in January 2012, at which time they had 40 placed DCFS children in 17 certified homes. The placed children's average length of placement was five months and the average age was 13.

Families Uniting Families FFA is located in the 4th Supervisorial District and provides services to Los Angeles County Department of Children and Family Services' (DCFS) foster children. According to the Families Uniting Families' FFA program statement, its purpose is "to help children achieve secure and continuous attachment relationships for social and emotional development thoughout their lifespan." Families Uniting Families FFA is licensed to serve children ages 0 through 21.

Six currently placed children's case files were selected for review and all six children were interviewed. For purposes of this review, five discharge files, two certified foster parent (CFP) files, and five staff files were reviewed for compliance with Title 22 Regulations and contract requirements.

Five children were prescribed psychotropic medication. We reviewed all five files to assess timeliness of psychotropic authorizations and to confirm documentation of psychotropic monitoring was maintained as required.

SCOPE OF REVIEW

The purpose of this review was to assess Families Uniting Families FFA's compliance with the contract and State Regulations. The visit included a review of the Agency's program statement, administrative internal policies and procedures, six placed children's case files, two certified foster parent's files, and five personnel files. Two certified foster homes were visited and foster parents were interviewed, and six placed children were interviewed 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

Overall, the children interviewed indicated they were provided with excellent care and appropriate services, were comfortable in their environment and were treated with respect and dignity. In fact, five of the six children gave high praise to the foster parents stating they felt like this was their family and they were loved and well cared for.

There was one deficiency noted during the monitoring review in the area of Health and Medical Needs as one child did not receive a dental examination within the first 30 days of placement.

Families Uniting Families FFA was in substantial compliance with the contract, program statement, and regulatory standards reviewed. Based on our review, the aforementioned deficiency revealed the need for routine monitoring of the files by a supervisor to decrease or eliminate the issue identified. Overall, Families Uniting Families FFA is providing good care and services to placed children and support to the certified foster parents which is evident in the relationships formed with the children, Agency staff, and certified foster parents.

In conclusion, Families Uniting Families FFA was receptive to implementing some systematic changes to improve their compliance with the regulations and the contract terms. The Executive Director agreed to address the noted deficiency in a Corrective Action Plan (CAP).

NOTABLE FINDING

The following are the notable findings of our review:

- One child did not have a dental exam with the first 30 days of placement.

EXIT CONFERENCE

The following are highlights from the Exit Conference held January 17, 2012:

In attendance:

James M. Schrage, Executive Director of Families Uniting Families FFA and Thomas Manning, Monitor, DCFS OHCMD.

Highlights:

The Executive Director stated that he agreed with the finding and the Agency would make the necessary correction to improve its compliance with regulations and the contract.

Families Uniting Families FFA submitted a timely approved written CAP, which addressed the recommendation noted in this compliance report. The approved CAP is attached.

We will assess for full implementation of the 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:tm

Attachment:

c: William T Fujioka, Chief Executive Officer
Wendy Watanabe, Auditor-Controller
Public Information Office
Audit Committee
James M. Schrage, Executive Director, Families Uniting Families
Jean Chen, Regional Manager, Community Care Licensing

FAMILIES UNITING FAMILIES FOSTER FAMILY AGENCY
MONITORING REVIEW-SUMMARY

525 E. 7th Street
Long Beach, CA 90813
License Number: 197804605

	Contract Compliance Monitoring Review	**Findings: January 2012**
I	**Licensure/Contract Requirements** (6 Elements) 1. Timely Notification for Child's Relocation 2. SIRs Documented and Cross-Reported 3. Runaway Procedures 4. Community Care Licensing Citations, Out-of-Home Care Management Division Reports on Safety and Physical Deficiencies 5. If Applicable, FFA Ensures Complete Required Whole Foster Family Home Training 6. FFA pays Certified Foster Parents Whole Foster Family Home Payments	Full Compliance (ALL)
II	**Certified Foster Homes** (13 Elements) 1. Home Study Prior to Certification 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	Full Compliance (ALL)

III	**Facility and Environment** (8 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 7. Disaster Drills Conducted 8. Allowance Logs	Full Compliance (ALL)
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	Full Compliance (ALL)
V	**Education and Workforce Readiness** (7 Elements) 1. Child Enrolled in School Within Three Days 2. Child Attending 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	Full Compliance (ALL)

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. Full Compliance 3. Full Compliance 4. Full Compliance 5. Needs Improvement 6. Full Compliance
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** (13 Elements) 1. Children Informed of Foster Home's Policies and Procedures 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 Aware of Right to Refuse Psychotropic Medication 11. Children Informed About Voluntary Refusal of Medical, Dental, Psychiatric Care 12. Children Participation in At-Home, School, and Community Activities 13. Children Participation in Extra-Curricular Activities	 Full Compliance (ALL)

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	Full Compliance (ALL)
X	**Discharge 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 10. One-hour Training of Child Abuse Reporting 11. CPR Training Documentation 12. First-Aid Training Documentation 13. Ongoing Training Documentation 14. Social Workers Appropriate Case Ratio	Full Compliance (ALL)

FAMILIES UNITING FAMILES FFA CONTRACT COMPLIANCE MONITORING REVIEW

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The following report is based on a "point in time" monitoring visit. This compliance report addresses findings noted during the January 2012 monitoring review.

CONTRACTUAL COMPLIANCE

Based on the results of the compliance review, Families Uniting Families FFA was in substantial compliance. Families Uniting Families FFA was in full compliance with ten of 11 sections of our Contract Compliance review: Licensure/Contract Requirements; Certified Foster Homes; Facility and Environment; Maintenance of Required Documentation and Service Delivery, Education and Workforce Readiness; Psychotropic Medications; Personal Rights; Personal Needs/Survival and Economic Well-Being; Discharged Children; Personnel Records. The following report details the results of our review.

HEALTH AND MEDICAL NEEDS

Based on our review of two certified foster parents case files and/or documentation from the provider, Families Uniting Families FFA was in full compliance with five of the six elements reviewed in the area of Health and Medical Needs.

We noted one child did not receive a dental examination within 30 days of his initial placement.

Recommendation:

Families Uniting Families FFA's management shall ensure:

1. All children receive dental examinations within 30 days of initial placement. The agency stated "they will assist the foster parents in setting a dental appointment and monitor its completion prior to exceeding the 30-day timeframe".

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

Objective

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

Verification

We verified whether the outstanding recommendations from the Auditor-Controller's (A-C) last contract review report issued August 20, 2009 were implemented.

Results

The A-C's prior monitoring report contained five outstanding findings. Specifically, Families Uniting Families FFA was to ensure staff adequately monitored foster homes to ensure they comply with the County contract and CDSS Title 22 Regulations, that foster parents adequately secured detergents, cleaning solutions, medications, yard tools, and other items that could pose a potential safety hazard to children; that foster parents conduct and document disaster drills with children at least every six months; that criminal and child abuse clearances were conducted for all foster parents, and foster parents maintain daily medication logs indicating all prescription and non-prescription medications administered to children.

Based on our follow-up of these recommendations, Families Uniting Families FFA fully implemented all five recommendations from the A-C's August 20, 2009 report.

Recommendation:

None

MOST RECENT FISCAL REVIEW CONDUCTED BY THE AUDITOR-CONTROLLER

A fiscal review of Families Uniting Families FFA has not been posted by the A-C.

Board of Directors
James M. Schrage, MSW, President
Kevin Sandercock, JD, Secretary
Kevin Francis, EA, MBA, Treasurer
Grace Orpilla, MSW, Board member
Jack Nendel, Board Member

Families Uniting Families · 525 E. 7th Street · Long Beach · California · 90813

March 1, 2012

LA County Department of Children & Family Services
Out of Home Care Management Division
Nestor Figueroa
9320 Telstar Avenue, Ste 206
El Monte, CA 91731

Families Uniting Families
Facility Number: 197804605

Mr. Figueroa:

I am providing you a formal response regarding the necessary corrective actions from the County of Los Angeles, Department of Children & Family Services-Out of Home Care Management Division Annual FFA Program Audit, 2011, conducted by Thomas Manning.

Corrective Action Areas Needing Improvement

Well-Being:	Needs Improvement (NI) **Finding:** "A minor received his dental examination after the 30-day time limit at initial placement."
CAP Requested:	"ensure dental examination within 30 days of the initial placement"
Corrective Action Taken:	Time Frame, steps, name of person responsible, and any supporting documents Effective 3-1-12, for each intake completed at Families Uniting Families, the agency will assist foster parents in setting a dental appointment and monitor its completion prior to exceeding the 30-day timeframe. Certified foster parents will be responsible for bringing youth to dental appointment and ensuring that the proper documentation is completed. FFA intake and Foster Care Social Worker will monitor progress and obtain documentation.

If you have any questions regarding Families Uniting Families Corrective Action Plan (CAP) or require any further information please contact me at (562) 437-4114. Thank you again.

Sincerely,

James M. Schrage, MSW
Executive Director

Board of Directors
James M. Schrage, MSW, President
Kevin Sandercock, JD, Secretary
Kevin Francis, EA, MBA, Treasurer
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James M. Schrage, MSW
Executive Director