County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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July 5, 2013

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

FRED JEFFERSON MEMORIAL 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 Fred Jefferson Memorial Foster Family Agency (The FFA) in November 2012. The FFA has three licensed offices located in the Second Supervisorial District, Riverside County and San Bernardino County and provides services to County of Los Angeles DCFS foster children and youth. According to the FFA's program statement, its mission is "to maintain minors placed in our homes within their existing support system. In doing so, we maintain the minors' existing attachments that they are familiar and comfortable with. We maintain attachments to birth parents when possible and when appropriate. When birth parents are not available our goal then becomes centered around developing and maintaining substitute parents. All children must be attached to an adult that is loving, nurturing, and consistently there for them. Without appropriate relationships with adults that are consistent, minors are unable to develop appropriately."

At the time of the review, the FFA supervised 93 DCFS placed children in 60 certified foster homes. The placed children's average length of placement was 38 months, and their average age was 10.

SUMMARY

During OHCMD's review, the interviewed children generally reported: feeling safe at the 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 FFA staff in their efforts to provide care, supervision and service delivery to the children placed in their homes.

The FFA was in full compliance with six of 11 sections of our program compliance review: Facility and Environment; Health and Medical Needs; Psychotropic Medications; Personal Needs and Economic Well-Being; Discharged Children and Personnel Records.

OHCMD noted deficiencies in the area of Licensure/Contract Requirements, related to citations by Community Care Licensing (CCL); Certified Foster Homes, related to lack of documentation of annual vehicle maintenance; Maintenance of Required Documentation/Service Delivery, related to the Needs and Services Plans (NSP) lacking CSW authorization, lacking documentation that the NSP was discussed with the foster parents, children meeting NSP goals, timely initial and updated NSP, lack of documentation of County worker monthly contact; Education and Workforce Readiness, related to children's educational goals not being met and that the children's academic performance had not increased and; Personal Rights and Social Emotional Well-Being, related to the children having reported not being treated with respect and dignity by a certified foster parent.

During OHCMD's review, we found that the FFA did not fully implement their 2011 Corrective Action Plan (CAP). We noted that eight of the findings, which were found during the June 2011 Contract Compliance Monitoring Review, were also findings in this review.

Attached are the details of our review.

REVIEW OF REPORT

On January 8, 2013, the DCFS OHCMD Monitor, Greta Walters, held an Exit Conference with the FFA representatives, Cecelia Jefferson-Freeman, Executive Director; Niquelle Burks, COO; Alice McClain and Melanie Murua, Agency Supervising Social Workers. The FFA's representatives agreed with the review findings and recommendations; were receptive to implementing systemic changes to improve their compliance with regulatory standards; and agreed to address the noted deficiencies in a CAP.

A copy of this compliance report has been sent to the Auditor-Controller and CCL.

The FFA provided the attached approved CAP addressing the recommendations noted in this compliance report and what steps the FFA will take to ensure the previous findings are implemented.

OHCMD 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
RDS:NF:gfw

Attachments

c: William T Fujioka, Chief Executive Officer
Wendy Watanabe, Auditor-Controller
Public Information Office
Audit Committee
Cecelia Jefferson-Freeman, Executive Director, Fred Jefferson Memorial FFA
Angelica Lopez, Acting Regional Manager, Community Care Licensing

FRED JEFFERSON MEMORIAL FOSTER FAMILY AGENCY
CONTRACT PROGRAM COMPLIANCE MONITORING REVIEW-SUMMARY

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Gardena, CA, 90248
License Number: 197805297

12981 Perris Blvd., Suite 208
Perris, CA 92553
License Number: 336408474

14628 Main St.
Hesperia, CA 92345
License Number: 366423518

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

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. Allowance Logs Maintained	Full Compliance (ALL)
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. Improvement Needed 4. Improvement Needed 5. Improvement Needed 6. Full Compliance 7. Full Compliance 8. Improvement Needed 9. Improvement Needed 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. Children's Academic Performance and/or Attendance Increased 4. Current Report Cards Maintained 5. FFA Facilitates Child's Participation in YDS/Equivalent/Vocational Programs	1. Full Compliance 2. Improvement Needed 3. Improvement Needed 4. Full Compliance 5. Full Compliance
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	1. Full Compliance 2. Full Compliance 3. Full Compliance 4. Improvement Needed 5. Full Compliance 6. Full Compliance 7. Full Compliance 8. Full Compliance 9. Full Compliance 10. Full Compliance
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 6. Management of Allowance/Earnings 7. Encouragement/Assistance with Life Book	Full Compliance (ALL)

X	**Discharged Children** (3 Elements) 1. Completed Discharge Summary 2. Attempts to Stabilize Children's Placement 3. Child Completed High School (if applicable)	1. Full Compliance 2. Full Compliance 3. Not Applicable
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)

FRED JEFFERSON MEMORIAL 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 November 2012 monitoring review.

The purpose of this review was to assess Fred Jefferson Memorial Foster Family Agency's (the FFA's) compliance with the County contract and State regulations and included a review of the 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, and
- Personnel Records.

For purposes of this review, ten children were selected for the sample. Out-of-Home Care Management Division (OHCMD) interviewed nine children. One child was not interviewed due her young age. During the home visit, the child was observed to be comfortable in the certified foster home and the certified foster parent was observed to be attuned to the needs of the child. OHCMD reviewed all ten case files to assess the care and services they received. Additionally, four discharged children's files were also reviewed to assess the 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 and to confirm the required documentation of psychiatric monitoring.

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

CONTRACTUAL COMPLIANCE

OHCMD found the following five areas to be out of compliance.

Licensure/Contract Requirements

- OHCMD noted that Community Care Licensing (CCL) had cited the FFA as a result of deficiencies and findings during the investigation of a CCL complaint. According to the complaint report dated March 29, 2012, CCL cited the FFA for a Criminal Clearance violation because the certified foster parent's adult son admitted to residing in the home and was not criminally cleared. The FFA submitted a Plan of Correction (POC) to CCL that included decertifying the certified foster parent, which was approved.

- According to a complaint report dated April 19, 2012, CCL cited the FFA for Care and Supervision violation. It was determined that a child was not properly supervised pursuant to Title 22 and sustained an injury riding a skateboard without a helmet. The child was not seriously injured and did receive medical treatment. The FFA submitted a POC to CCL that included reviewing Title 22 requirements with the certified foster parent, which was approved.

- According to a complaint report dated May 29, 2012, CCL cited the FFA for Care and Supervision and Personal Rights violations. It was determined that the children a certified home were not being supervised by the certified foster parent pursuant to Title 22. The children reported that they were allowed to do whatever they wanted, which included using drugs, having sex and drinking alcohol. The children were removed from the certified foster home. The FFA submitted a POC, which included decertifying the certified foster home, to CCL, which was approved.

- According to a complaint report dated November 1, 2012, CCL cited and levied civil penalties on the FFA for Conduct Inimical and Criminal Record Clearance violations. An investigation by CCL determined that a Registered Sex Offender (RSO) was present in a certified foster home. During the investigation, the certified foster parent admitted that the RSO was residing in the home. No Department of Children and Family Services (DCFS) placed children were residing in the certified foster home during the course of CCL's investigation. The FFA submitted a POC, that included decertifying the certified foster home, to CCL, which was approved.

- According to a complaint report dated November 9, 2012, CCL cited the FFA for Care and Supervision and Criminal Record Clearance violations. During a complaint visit to a certified foster home, the License Program Analyst (LPA) learned that a certified foster parent left the children alone for three days with her adult biological son who was not criminally cleared. The FFA submitted a POC that included a signed declaration from the certified foster parent that her biological son would not reside in the home nor would DCFS placed children be left in his care at any time. The POC also included retraining the certified foster parent on criminal record clearance regulations and a review of requirements for babysitters, which their CCL LPA approved.

- According to a complaint report dated November 9, 2012, CCL cited the FFA for Personal Rights violation. During a complaint visit to a certified foster home, it was determined that the certified foster parent used inappropriate language with the placed children. The FFA submitted a POC to CCL that included retraining the certified foster parent on personal rights to their CCL LPA, which was approved.

Recommendation

The FFA's management shall ensure that:

1. The FFA is in full compliance with Title 22 Regulations, free of CCL citations.

Certified Foster Homes

- None of the certified foster parents' files reviewed had documentation of vehicle maintenance, prior to certification and/or for re-certification. During the Exit Conference, the FFA's Administrator stated that the Agency would now complete vehicle inspections checks prior to certification and each year thereafter in the month of March.

Recommendation

The FFA's management shall ensure that:

2. All required vehicle maintenance documentation is maintained in the certified foster parents' files and in accordance with the County contract and the FFA's Program Statement.

Maintenance of Required Documentation/Service Delivery

- The FFA did not obtain or document efforts to obtain the DCFS Children's Social Workers (CSW's) authorization to implement the Needs and Services Plan (NSP) for one child. The FFA Administrator stated that the FFA Social Worker Supervisor would now ensure that each NSP is faxed the DCFS CSWs and that a fax confirmation is maintained.

- The certified foster parents of four children were not included in the development of the NSPs.

- Two children's progress towards meeting the goals of the NSPs was not documented.

- The initial NSP for one child was not comprehensive and did not include all elements.

- The updated NSPs for four children were not comprehensive and did not include all elements.

- For five children, there was no documentation in their case files of monthly contact with the DCFS CSWs.

- The NSP Quarterly Reports for eight children were not timely.

During the Exit Conference, the FFA's Administrator stated that she would inform all certified foster parents that there is an expectation that all certified foster parents participate in the development of the NSPs. Further, that the FFA social workers would be trained on the timely development and preparation of NSPs. According to the FFA's Administrator, NSP training was provided to FFA staff on January 16, 2013. It should be noted that the FFA's representatives attended the OHCMD's NSP training for providers on January 20, 2012. During the review process, the OHCMD monitor addressed the NSP deficiencies and SMART goals with the FFA's Administrator.

Recommendations

The FFA's management shall ensure that:

3. Certified foster parents are included in the development of the NSPs.

4. Children's progress towards NSP goals is documented.

5. Initial NSPs are comprehensive and include all elements.

6. Updated NSPs are comprehensive and include all elements.

7. All required assessments are implemented and documented in case files and NSPs.

8. Monthly contact with the DCFS CSWs is documented in case files.

9. NSP Quarterly Reports are completed in a timely manner.

Education and Workforce Readiness

- OHCMD noted that the FFA was not facilitating the educational goals for two children.

- Two children were doing poorly in school.

During the Exit Conference, the FFA's representatives reported that the FFA does offer tutoring on site, but it may be difficult for the certified foster parents to make it to the office. During the Exit Conference; the FFA Executive Director stated that she had become aware of another tutorial resource that provides services in the home. She

would investigate to see if this could be a resource for these children and other children. The FFA Administrator stated the FFA would request that the children's schools complete weekly progress reports for the children to verify that homework assignments were completed. Further, the certified foster parent would be retrained to ensure that study time is conducted in the home and that the homework assignments were verified as completed.

Recommendations

The FFA's management shall ensure that:

10. They facilitate meeting educational goals of each child.

11. Services are provided to improve the children's academic performance.

Personal Rights and Social/Emotional Well-Being

- Two children stated that their certified foster parent "yelled" at them sometimes when they were bad or did something wrong. One of the children further reported that the certified foster mother has "spanked" her when she did something bad. The child could only recall one occasion when she put fingernail polish on the floor. The children reported feeling safe in the home. This matter was reported to the DCFS Child Protection Hotline by the OHCMD monitor. The matter was investigated by Emergency Response Command Post and the disposition of the investigation was "Unfounded" for physical abuse and at risk of abuse or neglect. According to the Investigation Narrative completed by the ER CSW, the children denied any form of physical, sexual, emotional abuse or neglect. The matter was also referred to the Out-of-Home Care Investigations Section (OHCIS), who concurred with the ER CSW's disposition. However, OHCIS requested a Corrective Action Plan (CAP) from the FFA to address how the FFA will ensure that the certified foster parent is retrained in the area of disciplinary techniques that do not include corporal punishment or mental and emotional punishment. During the Exit Conference; the FFA's representatives stated that the FFA would provide retraining in the area of Personal Rights to certified foster parents.

Recommendation

The FFA's management shall ensure that:

12. All children are treated with respect and dignity and free from corporal punishment.

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

The OHCMD's last compliance report dated October 15, 2012, identified 17 recommendations.

Results

Based on OHCMD follow-up, the FFA fully implemented 9 of 17 previous recommendations for which they were to ensure that:

- Home Studies are completed before certification of all foster parents.
- Contact is made with all references before certification.
- Documentation of participation in CPR/First Aid by all adults residing in certified foster homes is maintained in case files.
- The exteriors of the certified foster homes are maintained.
- The common areas of the certified foster homes are maintained.
- Children have access to a working computer.
- The children are included in the development of the NSPs.
- Current copies of the children's report cards are maintained.
- All staff members complete all trainings as required by Title 22 Regulations and the FFA's program statement.

Based on OHCMD follow-up, the FFA did not fully implement 8 of 17 previous recommendations for which they were to ensure that:

- Children are assisted with progressing toward meeting NSP goals and that documentation of efforts is maintained.
- Initial NSPs are timely.
- Initial NSPs are comprehensive and include all elements.
- Updated NSPs are comprehensive and include all elements.
- Monthly contact with the DCFS CSWs is documented in the NSPs.
- Documented efforts are maintained in assisting children to meet educational goals.
- Documented efforts are maintained in assisting children to increase academic performance.
- Children are treated with respect and dignity.

Since these recommendations were not implemented, the OHCMD is requesting a CAP in this area to remediate these findings.

MOST RECENT FISCAL REVIEW CONDUCTED BY THE AUDITOR-CONTROLLER (A-C)

A fiscal review of the FFA was posted on March 13, 2013. The Auditor-Controller (A-C) identified $48,138 in unallowable costs and $1,648 in unsupported/inadequately supported expenditures. Also identified were potential overpayments which DCFS and the FFA needed to work together to resolve. The A-C recommended that DCFS resolve the questioned costs and if appropriate, collect all disallowed amounts. Also noted was that DCFS is to ensure that the FFA management take the appropriate corrective action to address the recommendations in the A-C's report and monitor to ensure that the corrective actions taken result in permanent changes. The FFA submitted a fiscal CAP and it is monitored by DCFS Fiscal Monitoring Section.

Fred Jefferson Memorial Homes For Boys
152 West Walnut Street Suite #150
Gardena, Ca 90248

Phone # (310) 763-1660 Fax # (310) 763-0357

February 8, 2013

Attention: Department of Children and Family Services
Out of Home Care Management Division
Gretta Walters
9320 Telestar Avenue Suite #216
El Monte, CA 91731

From: Niquelle Burks, MA
Administrator

Regarding: Audit Findings Completed January 8, 2013

Fred Jefferson FFA is submitting a Corrective Action Plan in response to the compliance review conducted November 2012.

I. Licensure/ Contract Requirements

Finding
The Agency was found to not be free of substantiated Community Care Licensing complaints/reports on safety and physical plant deficiencies since the last review.

Action Taken
The Agency will include in the scheduled quarterly meetings training to the certified parents that will cover safety and physical plant regulations. Each certified parent will receive handouts on the items covered on the agenda.

II. Certified Foster Homes

Finding
The certified parents that were reviewed did not have current Annual Vehicle Inspection checks.

Action Taken
The FFA has adopted the following procedure to ensure that Certified Parents meet the requirements of completing an annual vehicle inspection: All Certified Parents will

complete a Vehicle Inspection Check prior to certification and each year thereafter in the month of March for the duration of the certification with the agency.

IV. Maintenance of Required Documentation and Service Delivery

Finding
The FFA did not obtain or document efforts to obtain the County worker's authorization to implement the NSP.

Action Taken
The FFA Social Worker Supervisor will ensure that each NSP is faxed over to the CSW and a fax confirmation is obtained to provide proof of submittal for the approval of the CSW to implement the NSP.

Finding
The Certified Parent did not participate in the development of the case goals for the NSPs.

Action Taken
The agency social worker will ensure that the certified parent is involved with creating and implementing the goals set for the NSP. The agency's administrator will inform all the certified parents that they are to actively participate and agree with the goals that are set in the NSP. They will also be informed that their signature indicates that they participated in the document and signature indicate their agreement.

Findings
The children placed in the agency are not progressing toward meeting the goals set on the NSPs.

Action Taken
Each social worker has been trained to request the child's assistance when developing the NSP. During the development of the goals the agency social worker will discuss in detail the expectations of the child to ensure this a goal that the child is willing to work on. When measured and progress is not being made the agency social worker will revisit the goal at the quarterly period and make adjustments as needed which may be more reachable for the child. Documentation on the need for modification will be noted on the quarterly as well.

Finding
The agency social worker did not develop timely, comprehensive, initial NSPs with the participation of the developmentally age- appropriate child.

Action Taken

Each social worker that is servicing Los Angeles County Children has been trained to use the proper forms for all reports. Each social worker has been properly trained by the Chief Operations Officer on how to successfully complete the NSP/ Quarterly Reports for Los Angeles County to ensure that the agency is completing all documents on the proper forms.

Finding

County Social Workers are not contacted monthly and the contacts are not appropriately documented in the case file.

Action Taken

The administrator has trained all social workers to properly complete the NSP/Quarterly report in its entirety, which includes the sections in regards to communication to the CSW. The agency social workers will also maintain a monthly log of all communication with the CSW. This documentation will be filed monthly with the case notes in the child's file.

Finding

The agency social worker does not complete timely, comprehensive quarterly reports.

Action Taken

The social worker supervisors will ensure that each social worker submits timely and comprehensive quarterly reports. A form has been developed and implemented to inform the social worker ahead of the date the next report is due for the child. Social Workers will be issued this document monthly to ensure timeliness. Please see attached for an example of this document. Supervisors will review each report submitted to ensure that it is comprehensive and signature will indicate approval.

V. Education and Workforce Readiness

Finding

The agency did not ensure the child attend school as required and facilitate in meeting the child's educational goals.

Action Taken

The administrator has trained the Social Worker Supervisors, Social Workers and Certified Parents on their role to ensure that the child attends school as required. If appropriate they will facilitate a meeting to develop the child's educational goals. The agency will properly document any issue regarding the child's academic performance. The agency will also notify the CSW of possible issues that may need to be addressed. The agency will utilize various resources to assist with meeting the goals set. They will include but not limited to, IEPs, Tutoring and/or TDMs.

Finding
Based on the services provided by the facility the child's academic performance did not increase.

Action Taken
The Agency has begun using the services of Los Angeles Unified School District to offer tutoring services at the Agency two days per week. The tutor is available to assist the children in danger of failing on a weekly basis. The social workers will also begin to document all necessary improvements on the child's NSP. The social worker supervisors will ensure that this occur. The agency has also began to request the children's transcripts to identify those children in need of assistance with achieving academic goals. After identifying the needs in the agency the social workers and foster parents will begin to utilize resources in the school, community and/or agency to assist with enhancing the performance of the child in regards to the academic performance.

VIII. Personal Rights and Social/Emotional Well-Being

Findings
The children reported not being treated with respect and dignity.

Action Taken
The agency social worker has been trained by the administrator to communicate with the children on a monthly basis in regards to being treated with respect and dignity. The Social workers will document on the case notes the well being of the children on a monthly basis. If need be the issues will be brought to the Supervisor's attention immediately.

If further information is needed regarding the items addressed above please feel free to contact me. I can be reached at (310) 763-1660 ext 118 or (714) 767-5494.

Respectfully submitted,

Niquelle Burks

Niquelle Burks
Administrator