County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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August 29, 2013

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

ROSEMARY CHILDREN 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 Rosemary Children Services Foster Family Agency (the FFA) in December 2012. The FFA has two licensed offices; one located in the Fifth Supervisorial District and another in Riverside County. Both offices provide services to County of Los Angeles DCFS foster children and youth. According to the FFA's program statement, its mission is "to recruit, train and monitor Foster Family Agency, Intensive Treatment Foster Care (IFTC), and Whole Family Foster Home (WFFH) foster parents who can offer nurturing, supportive treatment environments to children ages birth to seventeen, and also to non-minor dependents."

At the time of the review, the FFA supervised 84 DCFS placed children in 56 certified foster homes. The placed children's average length of placement was seven months and their average age was eight years old.

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 6 of 11 sections of our program compliance review: Facility and Environment; Education and Workforce Readiness; Health and Medical Needs; Psychotropic Medication; Discharged Children; and Personnel Records.

OHCMD noted deficiencies in the areas of Licensure/Contract Requirements, related to Community Care Licensing (CCL) citations for refusal of Licensing Program Analyst (LPA)'s entry to a certified foster home, lack of supervision to the foster children and violation of Health and Safety and Building & Grounds regulations, and Special Incident Reports were not submitted timely and cross-reported to all required parties; Certified Foster Homes, related to an untimely health clearance for a certified foster parent and insufficient certified foster parent training hours; Maintenance of Required Documentation and Service Delivery related to Needs and Services Plans/Quarterly Reports not being comprehensive; Personal Rights and Social Emotional Well-Being, related to one child's lack of participation in extra-curricular, enrichment and/or social activities; and Personal Needs/Survival and Economic Well-Being, related to the provision of a child's weekly monetary allowances.

Attached are the details of our review.

REVIEW OF REPORT

On February 8, 2013, the DCFS OHCMD Monitor, Gladys Hidayat, held an Exit Conference with the FFA representatives: Gregg Wessell, Executive Director; Erin Ellis, FFA Program Director; and Arease Wheeler, Quality Assurance Director. 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 Corrective Action Plan (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. 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:gh

Attachments

c: William T Fujioka, Chief Executive Officer
Wendy Watanabe, Auditor-Controller
Public Information Office
Audit Committee
Gregg Wessell, Executive Director, Rosemary FFA
Erin Ellis, FFA Program Director, Rosemary FFA
Angelica Lopez, Acting Regional Manager, Community Care Licensing

ROSEMARY 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. The compliance report addresses findings noted during the December 2012 review. The purpose of this review was to assess Rosemary Foster Family Agency (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, 10 children were selected for the sample. Out-of-Home Care Management Division (OHCMD) reviewed all 10 case files and interviewed eight children to assess the care and services they received. Two children were not interviewed due to their young age; however were observed to be in good health. Additionally, five discharged children's files were reviewed to assess the FFA's compliance with permanency efforts. At the time of the review, 12 placed children were prescribed psychotropic medications. We reviewed their case files to assess for timeliness of Psychotropic Medication Authorizations and to confirm the required documentation of psychiatric monitoring.

OHCMD reviewed five certified foster parent files and five staff files for compliance with Title 22 Regulations and County contract requirements. Interviews were conducted with five 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

- Community Care Licensing (CCL) cited the FFA for a Health and Safety code and Building and Grounds violations on August 21, 2012. During a visit to a certified foster home, the CCL Licensing Program Analyst (LPA) was refused entry into the home.

During a follow-up visit the CCL LPA observed boxes and wooden planks in the kitchen area and backyard and an insufficient milk supply in the refrigerator. The Plan of Correction (POC) required the FFA to pay a civil penalty and provide retraining to the certified foster parent on CCL regulations. The FFA inspected the home and submitted proof to CCL that the deficiencies were corrected. Furthermore, the FFA reduced the capacity of the home from four to two children.

- On August 9, 2012, during CCL's investigation of a Child Protective Hotline Line (CPHL) Child Abuse referral, CCL cited the FFA for a care and supervision violation related to the certified foster parent's failure to provide adequate supervision of foster children, which resulted in physical altercations between two children. Although the incident was reported to the CPHL by the FFA social worker, a Special Incident Report (SIR) was not submitted via I-Track and cross-reported to all required parties. Further, CCL cited the FFA for a Building and Grounds regulation violation, as during the course of the investigation, CCL discovered the certified foster parent allowed two foster children over the age of two to share her bedroom. The POC required the FFA to: provide retraining to the certified foster parent on CCL regulations; conduct unannounced weekly visits to the home; and submit written documentation that the POC was implemented. The FFA provided CCL with documentation of certified foster parent training on Title 22 Buildings and Grounds Regulations and documentation of the FFA social worker's unannounced weekly visits to the certified foster home.

  Although the Department of Children and Family Services (DCFS) Emergency Response Children's Social Worker determined the allegations of General Neglect to be unfounded, Out-of-Home Care Investigation Section (OHCIS) requested a Corrective Action Plan (CAP) to ensure that the placed children's personal rights are protected; that the children received adequate supervision and that SIR reporting requirements are followed by the certified foster parent. As part of the CAP, the FFA: submitted proof of training and the required documents to the OHCIS; reduced the placement capacity of the home from four to two children; and reported that the FFA social worker would conduct at least one unannounced home visit to the foster home monthly. The CAP was approved by OHCIS.

- On August 30, 2012 CCL cited the FFA for health and safety and building and grounds violations for the same home listed above. During a home visit, the CCL LPA discovered an unknown adult without criminal clearances living in the home. Further, the certified foster parent's biological son's bedroom was not accessible for inspection due to a lost key. In addition, the CCL LPA discovered the bedrooms used for foster children were located in the back of the home, adjacent to the certified foster home and used as a common passageway. There was also an above-ground swimming pool accessible to children under 10 years of age. The POC required the FFA to: obtain criminal clearances for the adult in question; provide retraining for the certified foster parent on criminal clearances; ensure the bedrooms in the back house will not be used for foster children; remove the pool; submit the certified home sketch of the floor plan and affidavit from the certified foster parent indicating the bedrooms in the back of the house would not be used for foster care placements. The FFA submitted the requested documents proving that the FFA deficiencies had been corrected to CCL.

Recommendation

The FFA's management shall:

1. Establish an oversight plan to ensure all FFA certified homes are in compliance with CCL regulations regarding children's safety/physical plant and other Licensure/ Contract Requirements.

Certified Foster Homes

- One certified foster parent did not have health screenings and TB clearance prior to certification. The FFA representative stated that they have since ensured all required documents are obtained prior to certifying a new foster parent.

- In one certified foster home, it was determined that one of the certified foster parents only completed 12 hours of training. During the Exit conference, the FFA representative stated she will ensure that all certified foster parents complete the required 15 hours of annual training prior to being approved for recertification.

Recommendations

The FFA's management shall:

2. Ensure all certified foster parents obtain health screen and TB test prior to certification and recertification.

3. Ensure all certified foster parents completed the minimum of 15 hours of annual training.

Maintenance of Required Documentation and Service Delivery

- One certified foster parent of two children did not appear to understand her role in the development and implementation of the placed children's Needs and Services Plans (NSPs). During OHCMD's interview with the certified foster parent, the certified foster parent stated she was aware that the FFA social worker had goals for the placed children; however, she did not know she was to take part in implementing the plans.

- Two children were not progressing toward meeting their NSP goals, as their NSPs did not specify the tasks/services to be provided to assist the children in achieving their goals.

- Three siblings did not have comprehensive initial NSPs, as their goals were not specific and measurable.

- Nine children's updated NSPs were not comprehensive, as their goals were not specific, measurable and time limited.

The FFA representative stated that the FFA social workers and the foster parents will be retrained on NSPs requirements in accordance with County contract requirement and Title 22 Regulations.

It should be noted that the FFA's representative attended OHCMD's NSP Training for Providers on January 27, 2012; NSPs reviewed were developed subsequent to the NSP training.

Recommendations

The FFA's management shall:

4. Retrain all certified foster parents on their need to participate in the development and implementation of the placed children's NSPs.

5. Ensure the FFA social workers monitor children's NSPs closely and ensure specific and necessary assistance is provided to assist the children in achieving their goals.

6. Ensure all placed children's Initial NSPs are comprehensive and follow the County contract requirements.

7. Ensure all placed children's Updated NSPs are comprehensive and follow all County contract requirements.

Personal Rights and Social Emotional Well-Being

- In one home, one child reported not participating in social activities other than visiting his foster mother's friend's house in another city. During the Exit Conference, the FFA Administrator stated that the FFA will ensure the child will be enrolled in extracurricular activities.

Recommendation

The FFA's management shall:

8. Ensure all placed children are provided with a variety of social activities and are given the opportunities to participate in extra-curricular activities and enrichment.

Personal Needs/Survival and Economic Well-Being

- During OHCMD's interview, one child reported not receiving an allowance when the child misbehaved. Upon further inquiry, it was discovered that the child's allowance was used to payback the certified foster parent's adult daughter for charges the child made on her credit card. A review of the child's case records showed no records of an approved financial agreement whereby the child's allowance would be used to reimburse the certified foster parent's daughter.

According to the FFA's social worker supervisor, the FFA contacted the case carrying Children's Social Worker (CSW) when the incident occurred. However, in the CSW's recent statement to the FFA social worker supervisor, she reported that she was not made aware of the financial agreement between the child and the certified foster parent. OHCMD reminded the FFA per the County contract and in accordance with the Foster Youth Bill of Rights under Monetary Consequences, consequences imposed on a child must meet the requirements of Title 22 regulations. The FFA representative stated that the FFA social worker ensured that the certified foster parent returned the withheld allowance to the child and ensure that the child received his allowance by having the foster parent provide the allowance in the presence of the FFA social worker. Further, the foster parent was retrained on the FFA's Allowance Policy.

Recommendation

The FFA's management shall:

9. Ensure consequences received by a foster child are in accordance with the Foster Youth Bill of Rights, meet the requirements of Title 22 regulations and are approved by the child's CSW.

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

The OHCMD's last compliance report dated October 9, 2012 identified seven recommendations.

Based on OHCMD's follow-up, the FFA fully implemented two previous recommendations for which they were to ensure that:

- Placed children were treated with respect and dignity.
- All children are encouraged and assisted in creating and updating photo albums/Life Books.

Five recommendations were not implemented:

- All SIRs are reported to OHCMD and all appropriate parties timely.
- Compliance with CCL regulations regarding child safety and Licensure/Contract Requirements.
- Ensure children are progressing toward meeting the NSPs goals.
- Ensure children's NSPs are specific, measurable, attainable and time limited.
- Provide training and explanation to foster parents regarding their roles in the development and implementation of the placed children's NSPs.

As part of the FFA's CAP, the FFA has hired a Quality Improvement Director to ensure that NSPs are being created appropriately and that children are being provided with necessary services.

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

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

ROSEMARY FOSTER FAMILY AGENCY
CONTRACT PROGRAM COMPLIANCE MONITORING REVIEW-SUMMARY

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	Contract Compliance Monitoring Review	**Findings: December 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. Improvement Needed
	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. N/A
	6. FFA Pays Certified Foster Parents Whole Foster Family Home Payments	6. N/A
	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. Improvement Needed
	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. Improvement Needed
	10. Current CDL/Auto Insurance/Annual Vehicle Maintenance Documentation for CFPs and Designated Drivers	10. Full Compliance
	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	Full Compliance(All)
	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	
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. Full Compliance 2. Improvement Needed 3. Improvement Needed 4. Improvement Needed 5. Improvement Needed 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. Children's Academic Performance and/or Attendance Increased 4. Current Report Cards Maintained 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	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. Improvement Needed
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	1. Full Compliance 2. Full Compliance 3. Full Compliance 4. Full Compliance 5. Full Compliance 6. Improvement Needed 7. Full Compliance
X	**Discharged Children** (2 Elements) 1. Completed Discharge Summary 2. Attempts to Stabilize Children's Placement 3. 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)

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March 6, 2013
County of Los Angeles
Department of Children and Family Services
Out of Home Care Management Division
9320 Telstar Ave., Suite 216
El Monte, CA 91731
Attn: Nestor Figueroa

New

• QA PERSON WAS HIRED BY THE FFA TO PROVIDE IMPLEMENTATION OF RECOMMENDATIONS

To: Mr. Nestor Figueroa
From: Erin Ellis, Foster Care Director, Rosemary Children's Services
Subject: Corrective Action Plan for the Performance Compliance Review of Rosemary Children's Services Foster Family Agency for 2012

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Foster Family-Based Treatment Association
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Certified Foster Homes:

1) **One certified foster parent's annual training hours did not meet the minimum of 15 hours as required by the County contract.**

RCS Response: RCS offers several options for how foster parents can obtain their 15 hours of annual training per year. At the monthly FFA All Staff Meetings the Foster Care Director provides the Foster Care Social Workers (FCSWs) with materials on specific topics in order for them to provide a mandatory one hour, in home training with each foster parent. Additionally, a monthly foster parent support group/training is offered at each FFA office location, whereby the foster parents can obtain two hours of recertification training hours. The FCSWs also provide the foster parents with dates and times of outside trainings offered through the Foster and Kinship Care Education programs hosted through the community colleges. This was reviewed with the FFA staff at the All Staff meeting on March 5, 2013 (see attached agenda). The FCSWs are responsible for ensuring that the foster parents on their caseloads are obtaining 15 hours of training prior to their recertification date.

2) **One certified foster parent did not have health screenings/TB clearance prior to certification.**

RCS Response: The foster parents who did not have the health screening documentation in the file prior to their certification date were certified in 1996. It is unknown if the form has been misplaced over time, or if it was not completed prior to certification. This Foster Care Director has been with Rosemary Children's Services for over 8 years, and as long as I have been working here it has been our policy that prior to certifying any new foster parents they must obtain a health screening/TB test. This is on the list of items that are required for Resource Parent Certification (see attached). Prior to certifying all families this Foster Care Director reviews the complete file and if any of the required documents are missing the family is not certified until it is obtained/completed.

Maintenance of Required Documentation and Service Delivery

1) **One foster parent reported she signed the two placed children's NSPs however she did not appear to understand her role of implementing the NSPs.**

RCS Response: Once the NSP has been approved by the RCS SFCSW and sent to the CSW the FCSW takes a copy of the NSP to the foster home and

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reviews it with the foster parent and foster child. At this time they explain to the foster parents and foster children what they are responsible for in regards to implementing the NSP and ensuring that they are working towards achieving the goals. The foster parents and foster children are then asked to sign the plan at this time to acknowledge they understand the NSP and will be working together to reach the goals. This was reviewed with the FCSWs at the FFA All Staff meeting on March 5, 2013. Additionally, the Foster Care Director will develop a training for the foster parents to help them understand their role in implementing NSPs, and this will be provided to the FCSWs at the FFA All Staff Meeting on March 26, 2013 and given to the foster parents as the mandatory in home, monthly training for the month of April.

2) **Two children were not progressing toward meeting their educational goals as specific services were not provided (e.g. tutoring, homework assistance).**

RCS Response: At the FFA All Staff Meeting on March 5, 2013 the RCS Quality Improvement Director, Arease Wheeler, retrained all of the FFA staff, including FCSWs and Supervisors, on "Writing effective goals". This training covered ensuring that goals identify alternative services needed to assist the foster child in completing the goal, particularly in regards to educational and psychological goals. The FCSWs were reminded that it is their responsibility to ensure that the foster children on their caseload are referred to and receiving any needed services, such as tutoring or assistance with their homework (see attached training material).

3) **Initial NSPs for three children were not specific and measurable. Updated NSPs for nine children were not specific and measurable.**

RCS Response: At the FFA All Staff Meeting on March 5, 2013 the RCS Quality Improvement Director, Arease Wheeler, retrained all of the FFA staff, including FCSWs and Supervisors, on SMART goals (see attached training material). The FCSWs will ensure that as they are creating Initial and Updated NSPs with the help of the foster parents and foster children that the goals are specific and measurable. Additionally, when reviewing the NSPs for approval the SFCSW, Mary Ann Holmes, and Foster Care Director, Erin Ellis, will review the goals and if they are not specific enough or measurable the FCSWs will be asked to rewrite the goals prior to the report being approved.

Personal Rights and Social/Emotional Well-Being

1) **During the review one child reported that he did not participate in social activities other than visiting his foster mother's friend's house in another city.**

RCS Response:. RCS encourages all of our families to enroll the foster children in extra-curricular activities, and to give the foster children opportunities to socialize with their peers. The foster mother for the child who stated that he did not participate in social activities came to the RCS office on March 4, 2013 to further discuss this issue and to be retrained by the Foster Care and Adoptions Social Worker Supervisor, Mary Ann Holmes (see attached documentation) The foster father is out of town, but will be retrained as well upon his return. The foster mother stated that the foster children do take part in other outside activities, such as events at the local library. She also stated that

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she will signing up the foster child who made the statement to play soccer within the next 30 days, as well as signing up his siblings in art or music classes; or another extracurricular activity. Additionally, at the FFA All Staff Meeting on March 5, 2013 the Foster Care Director reviewed that all school age foster children should be engaged in some type of extra-curricular or social activity outside the foster home (i.e. sports, boy/girl scouts, teen club, boys and girls club, spending time at the park, etc). Also, that it is not acceptable for the foster children to only spend time at the foster parent's home or going to the foster family relative's/friends homes.

Personal Needs/Survival and Economic Well-Being

1) **During the review one child reported that he did not receive his allowance when he misbehaved.**

RCS Response: It is the policy of Rosemary Children's Services that all foster children receive their allowance on a weekly basis, and that the allowance cannot be withheld for any reason. The foster parents for the child who stated that he did not get his allowance have been retrained on this policy. As stated above the foster mother came to the RCS office on March 4, 2013 to further discuss this issue and to be retrained by the Foster Care and Adoptions Social Worker Supervisor, Mary Ann Holmes (see attached documentation). The foster father is out of town, but will be retrained as well upon his return. The foster mother will be paying back to the foster child the allowance that was withheld on 3-8-13 in the presence of the FCSW, and this will be documented in the file. Additionally, the mandatory in home, monthly training for the month of March is on Allowance Regulations and Fines (see attached materials). The Foster Care Director provided and reviewed these materials with the FCSWs at the FFA All Staff Meeting on March 5, 2013, and they will be providing the training to all of our certified foster parents by the end of the month.

The Foster Care Director, Erin Ellis, will be responsible for ensuring that this CAP is fully implemented. If you have any questions, please feel free to contact me at (626) 533-9802.

Sincerely,

Erin Ellis, MA

Erin Ellis, MA
Foster Care Director