

Health Regulation & Licensing Administration

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION	(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER:  <b>CPA-000033</b>	(X2) MULTIPLE CONSTRUCTION A. BUILDING: _____  B. WING _____	(X3) DATE SURVEY COMPLETED  <b>07/02/2019</b>
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NAME OF PROVIDER OR SUPPLIER  <b>LATIN AMERICAN YOUTH CENTER</b>	STREET ADDRESS, CITY, STATE, ZIP CODE <b>1419 COLUMBIA ROAD NW WASHINGTON, DC 20009</b>
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S 000 Initial Comments

An annual licensure survey was conducted on 07/02/19. The survey findings were based on interview, review of administrative records, as well as the review of four personnel records, 20 board member records, seven foster children, and ten foster parent homes.

Listed below are abbreviations that appear throughout the body of this report:

BOD - Board of Directors  
CPA - Child Placing Agency  
CPR - Child Protective Registry  
FC - Foster Child  
FBI -Federal Bureau of Investigation

S 000

S 011: 1602.5 BOARD OF DIRECTORS

Members of the Board shall be of good character as determined by letters of reference and criminal background investigations.

This CONDITION is not met as evidenced by: Based on record review and interview, the CPA failed to provide evidence that letters of reference for 20 of 20 BOD members (BOD #1 - #20) and criminal background investigations for one of the 20 BOD members (BOD #17) were available for review.

Findings included:

During the entrance conference on 07/02/19 at 10:15 AM, personnel records were requested for all BOD members of the CPA.

1. Review of the personnel records for BOD members #1 - #20 on 07/02/19 at 10:30 AM revealed no evidence that letters of reference had

S 011

Letters of reference and criminal background investigations:  
The corrective action plan is that the program manager will audit board member files on a quarterly basis to ensure that all files include required reference letters as well as criminal background investigations. Furthermore, the program manager will coordinate with LAYC's COO to ensure all incoming board members have letters of reference on file in a timely manner.

1.Regarding letters of reference for BOD members #1-#20. LAYC had acquired letters for board members #1,2,3,4,5,8,9,10,14,15,16,19 and 20. The letters had been misfiled and have now been added to the individual personnel files. They are also attached to this document.

For BOD members #6,7,11,12,13,17 and 18 letters of reference will be obtained by September 3, 2019. 9/3/2019

Health Regulation & Licensing Administration  
LABORATORY DIRECTOR'S OR PROVIDER/SUPPLIER REPRESENTATIVE'S SIGNATURE

*Melvin J. ...*

TITLE (X8) DATE

Program Manager -Foster Care 8/9/19

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S 011	Continued From page 1  been obtained to determine that the BOD members were of good character.  At the time of the survey, the CPA failed to provide evidence of letters of reference for BOD members #1 - #20.  2. On 07/02/19 at 10:30 AM, record review of BOD member #17's personnel file showed a criminal background clearance from the FBI and CPR. The personnel record lacked documented evidence that local jurisdiction criminal background clearance had been completed. Interview with Staff #1 at 12:50 PM revealed that BOD member #17 should have obtained a local jurisdiction background clearance.  At the time of the survey, the CPA failed to show evidence that a comprehensive criminal background check had been obtained for BOD member #17.	S 011	2. Regarding the local criminal background clearance for BOD member #17. At the time of the audit the clearance had been submitted but had not been received by LAYC. Since then, LAYC has received the results and added them to the BOD member's personnel file. They are also attached to this document.	
S 344	1628.14(b) Social Services Related To Child Placing  (b) The child's record which shall include the following: (1) Full name; (2) Address and telephone number of birth parents; (3) Race; (3) Sex; (4) Date and place of birth; (5) Nationality; (6) Health including medical history of past generations; (7) Physician's report, illnesses, immunization reports, and dental records; (8) Full names of children, siblings, grandparents and significant others of birth parents; (9) Social security number, if available; (10) Birth history; (11) Developmental history; (12) Birth certificate number; (13) Daily scheduled activities; (14) School records; (15) Dates of placement and	S 344		

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S 344	<p>Continued From page 2</p> <p>address and names of adoptive foster parents; (16) Documents pertaining to the child's legal status; and (17) Summary of family history and an assessment of circumstances leading to the case plan for the child and maintain progress reports.</p> <p>This CONDITION is not met as evidenced by: Based on interview and record review, the CPA failed to ensure that each child's record included a physician's report for two of the ten FC in the sample (FC #9 and #10), a social security card for one of the ten FC in the sample (FC #1), and a birth certificate for one of the ten in the sample FC (FC #1).</p> <p>Findings included:</p> <p>During the entrance conference on 07/02/19 at 10:15 AM, Staff #1 indicated that a physician examination was obtained annually for each foster child. Staff #1 also indicated that social security cards should be in the FC file.</p> <p>1. On 07/02/2019 at 11:00 AM, review of the FC records revealed no physician examinations for FC #9 and FC #10.</p> <p>Interview with the Staff #1 confirmed that the CPA did not obtain updated physician examinations for the foster children mentioned above.</p> <p>2. On 07/02/19 at 3:00 PM, review of FC #1's record revealed no evidence of a social security card or that a request had been made by the social worker.</p> <p>Interview with Staff #1 confirmed that there was no social security card contained within the record.</p>	S 344	<p>Child records: The corrective action plan related to ensuring complete child records, will include quarterly audits by the Foster Care Program Manager to ensure all required documentation, including yearly physical examination, birth certificates and social security card are present in the file. If the child does not have a social security card due to being undocumented, the social worker will document this in the file.</p> <p>1. Regarding physician examinations for FC#9 and FC#10, the examinations did take place; however the pre-adoptive foster parent had taken the children to their appointment and had not provided the social worker with the proper documentation. FC#9 and FC#10 have been adopted and their case has been closed as of July 29, 2019. The program manager will obtain the documentation from the adoptive parent by September 3, 2019 .</p> <p>2. Regarding evidence of a social security card for FC#1, the copy of the social security card was found in the file. See attachment</p>	9/3/2019
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S 344	<p>Continued From page 3</p> <p>3. On 07/02/19 at 3:00 PM, review of FC #1's record revealed no evidence of a birth certificate.</p> <p>Interview with Staff #1 confirmed that there was no birth certificate contained within the record.</p> <p>At the time of the survey, there was no evidence that the CPA had maintained complete records for FC #1, #9, and #10.</p>	S 344	<p>3. Regarding record of the birth certificate for FC#1, the copy of the birth certificate was found in the file and is also attached.</p>	