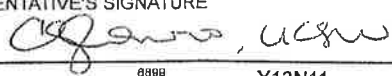


Health Regulation & Licensing Administration

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION	(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER: CPA-000033	(X2) MULTIPLE CONSTRUCTION A. BUILDING: _____ B. WING: _____	(X3) DATE SURVEY COMPLETED 08/03/2017
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NAME OF PROVIDER OR SUPPLIER LATIN AMERICAN YOUTH CENTER	STREET ADDRESS, CITY, STATE, ZIP CODE 1419 COLUMBIA ROAD NW WASHINGTON, DC 20009
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S 000	<p>Initial Comments</p> <p>An annual licensure survey was conducted on August 2, 2017 through August 3, 2017. The survey findings were based on interviews and review of administrative records, as well as the review of nine (9) personnel records, nine (9) foster parents and eleven (11) foster children records.</p> <p>Note: The below are abbreviations that may appear throughout the body of this report.</p> <p>CPA - Child Placing Agency FC - Foster Children SW- Social Worker</p>	S 000		
S 093	<p>1611.1(a) Personnel Records</p> <p>(a) The application for employment or resume;</p> <p>This CONDITION is not met as evidenced by: Based on record review and interview, the CPA failed to ensure that applications of employment were available for review for one (1) of nine (9) employees. (Employee #6)</p> <p>The finding includes:</p> <p>Review of personnel records on August 2, 2017, at approximately 11:00 a.m., revealed that Employee #6 did not have an employment application available for review.</p> <p>Interview with the Human Resources Manager on August 2, 2017, at 11:45 a.m., verified that the applications for employment was not available for review.</p>	S 093	<p>Application for Employment: The corrective action plan is that the Program Manager will follow up with Human Resources to ensure that applications for employment are completed prior to an employee's first day.</p> <p>Regarding Employee #6, her employment application was completed and placed in her file. A copy is attached.</p>	9/25/17

Health Regulation & Licensing Administration LABORATORY DIRECTOR'S OR PROVIDER/SUPPLIER REPRESENTATIVE'S SIGNATURE 	TITLE Program Manager	(X6) DATE 9/25/17
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STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION	(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER: CPA-000033	(X2) MULTIPLE CONSTRUCTION A. BUILDING: _____ B. WING: _____	(X3) DATE SURVEY COMPLETED 08/03/2017
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S 103	Continued From page 1	S 103	<p>Physical Examination:</p> <p>The corrective action plan is that upon hire new staff members will be informed of the requirement of obtaining a written report of physical examination that reports on his or her physical and mental status every two years. The Program Manager in collaboration with Human Resources will audit the personnel files once a year to track staff compliance with this requirement.</p> <p>Regarding Employee #1, he will obtain a physical examination by 10/22/17 and the report will be placed in his file. 10/22/17</p> <p>Regarding Employee #5, she will obtain a physical examination by 10/22/17 and the report will be placed in her file. 10/22/17</p> <p>Regarding Employee #6, she will obtain a physical examination by 10/22/17 and the report will be placed in her file. 10/22/17</p> <p>Regarding Employee #7, she will obtain a physical examination by 10/22/17 and the report will be placed in her file. 10/22/17</p> <p>Regarding Employee #8, she will obtain a physical examination by 10/22/17 and the report will be placed in her file. 10/22/17</p>	
S 103	<p>1611.1(k) Personnel Records</p> <p>(k) Physical examination reports required in section 1612.2;</p> <p>This CONDITION is not met as evidenced by: Based on record review and interview, the CPA failed to ensure that each employee's personnel record included a written report on his or her physical and mental status as required in section 1612.2 and every two (2) years thereafter, for five (5) of nine (9) employees. (Employees #1, #5, #6, #7 and #8)</p> <p>The findings include:</p> <p>During the entrance conference on August 3, 2017, at approximately 11:00 a.m., the Program Manager stated that the CPA required each employee to obtain a complete physical examination at the time of hire and then every two years onward. Review of the personnel records, beginning at 11:30 a.m., revealed the following:</p> <p>A. Employee #1's file did not have a physical examination report in the record.</p> <p>B. Employee #5 began employment with the CPA on April 5, 2017. Further review of employee's personnel file revealed no evidence that a physical examination report was available for review.</p> <p>C. Employee #6 began employment with the CPA on January 9, 2017. Further review of employee's personnel file revealed no evidence that a physical examination report was available for review.</p>	S 103		

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S 103	Continued From page 2 D. Employee #7's file included a physical examination dated August 20, 2015. Further review of employee's personnel file revealed no evidence that a current physical examination report was available for review. E. Employee #8's file included a physical examination dated June 30, 2011. Further review of employee's personnel file revealed no evidence that a current physical examination report was available for review. On August 2, 2017, at approximately 1:30 p.m., the Human Resources representative was queried to ascertain the status of the aforementioned employees. She examined their records and confirmed there were no health certificates on file. She further stated that the PM may have their physical examinations in her possession. At the time of the survey, the CPA failed to ensure that each employee obtained a physical examination report in his or her personnel record.	S 103		
S 109	1612.2 Staff Functions And Qualifications Each child-placing agency shall require a written report on the applicant's mental and physical conditions including addictions which could adversely affect the applicant's capacity to work with children. This CONDITION is not met as evidenced by: Based on record review and interview, the CPA failed to ensure that each employee's personnel record included a written report on his or her	S 109		

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STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION	(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER: CPA-000033	(X2) MULTIPLE CONSTRUCTION A. BUILDING: _____ B. WING: _____	(X3) DATE SURVEY COMPLETED 08/03/2017
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S 109	Continued From page 3 physical and mental status including addictions as required in section 1612.2 for five (5) of nine (9) employees. (Employees #1, #5, #6, #7 and #8) The findings include: During the entrance conference on August 2, 2017, beginning at 11:00 a.m., the Program Manager stated that the CPA required each employee to obtain a complete physical examination at the time of hire reflective of the employee's mental and physical conditions and then every two years onward. Review of the personnel records, beginning at 11:30 a.m., revealed the following: A. Employee #1's file did not have a current physical examination report in the record. B. Employee #5 began employment with the CPA on April 5, 2017. Further review of employee's personnel file revealed no evidence that a physical examination report was available for review. C. Employee #6 began employment with the CPA on January 9, 2017. Further review of employee's personnel file revealed no evidence that a physical examination report was available for review. D. Employee #7's file included a physical examination dated August 20, 2015. Further review of employee's personnel file revealed no evidence that a current physical examination report was available for review. E. Employee #8's file included a physical examination dated June 30, 2011. Further review	S 109	Physical Examination: The corrective action plan is that upon hire new staff members will be informed of the requirement of obtaining a written report of physical examination that reports on his or her physical and mental status every two years. The Program Manager in collaboration with Human Resources will audit the personnel files once a year to track staff compliance with this requirement. Regarding Employee #1, he will obtain a physical examination by 10/22/17 and the report will be placed in his file. Regarding Employee #5, she will obtain a physical examination by 10/22/17 and the report will be placed in her file. Regarding Employee #6, she will obtain a physical examination by 10/22/17 and the report will be placed in her file. Regarding Employee #7, she will obtain a physical examination by 10/22/17 and the report will be placed in her file. Regarding Employee #8, she will obtain a physical examination by 10/22/17 and the report will be placed in her file.	10/22/17 10/22/17 10/22/17 10/22/17 10/22/17

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S 109	Continued From page 4 of employee's personnel file revealed no evidence that a new physical examination report was available for review. On August 2, 2017, at approximately 1:30 p.m., the Human Resources representative was queried to ascertain the status of the aforementioned employees. She examined their records and confirmed there were no health certificates on file. She further stated that the PM may have their physical examinations in her possession. At the time of the survey, the CPA failed to ensure that each employee obtained a physical examination report in his or her personnel record.	S 109		
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 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	S 344		

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S 344	<p>Continued From page 5 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 three (3) of the eleven (11) FC in the sample (FC #3, #4, and #5), the CPA failed to ensure that each child's record included a social security number, for five (5) of the eleven (11) FC in the sample (FC ##1, #2, #6, #7 and #10), the CPA failed to ensure that each child's record included birth certificates, for one (1) of the eleven (11) in the sample (FC #2), and the CPA failed to ensure that each child's record included school records, for one (1) of the eleven (11) in the sample (FC #9).</p> <p>The findings include:</p> <ol style="list-style-type: none"> 1. During the entrance conference on August 2, 2017, at 11:30 a.m., the PM indicated that a physician examination shall be obtained for each foster child, annually. <ul style="list-style-type: none"> a. On August 2, 2017, beginning at 2:00 p.m. revealed no physician's report for FC #3. b. On August 2, 2017, beginning at 2:00 p.m. revealed no physician's report for FC #4. c. On August 2, 2017, beginning at 2:00 p.m. revealed no physician's report for FC #5. <p>Interview with the PM confirmed that there were not any updated physician's examination for the foster children mentioned above.</p> <ol style="list-style-type: none"> 2. During the entrance conference on August 2, 2017, the PM indicated that social security cards should be in the FC file or the SW should have 	S 344	<p>Child Records: The corrective action is that the Program Manager will audit case files on a quarterly basis to ensure that each child's record includes an updated physical examination report, social security number, birth certificate, and updated school records. For children and youth who do not have a social security number because they are undocumented, then the social worker will document in her notes the discussions with family and other team members around how to address the issue and possibly connect the child to an immigration attorney to adjust their immigration status.</p> <p>Regarding FC #3, who did not have a physical examination report in her file. The social worker has since obtained the report and it has been placed in her file. A copy is attached.</p> <p>Regarding FC #4, the social worker obtained a copy of the physical examination report and a copy is attached.</p> <p>Regarding FC #5, the social worker obtained a copy of the physical examination report and a copy is attached.</p>	<p>9/25/17</p> <p>9/25/17</p> <p>9/25/17</p>

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S 344	<p>Continued From page 6</p> <p>requested a social security card from the Social Security office.</p> <p>a. On August 2, 2017, beginning at 3:00 p.m., 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>b. On August 2, 2017 beginning at 3:00 p.m. review of FC #2's record revealed no evidence of a social security card or that a request had been made by the Social Worker. Interview with the PM confirmed that there was no social security card in the record.</p> <p>c. On August 2, 2017 beginning at 3:00 p.m., review of FC #6's record revealed no evidence of a social security card or that a request had been made by the Social Worker. Interview with the PM confirmed that there was no social security card in the record.</p> <p>d. On August 2, 2017 beginning at 3:00 p.m. review of FC #7's record revealed no evidence of a social security card or that a request had been made by the Social Worker. Interview with the PM confirmed that there was no social security card in the record.</p> <p>e. On August 2, 2017 beginning at 3:00 p.m. review of FC #10's record revealed no evidence of a social security card or that a request had been made by the Social Worker. Interview with the PM confirmed that there was no social security card in the record.</p> <p>At the time of the survey, there was no evidence that the foster children had social security cards or that the SW had requested them.</p>	S 344	<p>Regarding FC #1, who did not have a copy of a social security card. She does not have one because she is undocumented. The social worker and the GAL are working with an immigration attorney to adjust her immigration status and make her eligible to have a social security card. The social worker will continue to enter communication and work around this issue into her contact notes in FACES.</p> <p>Regarding FC #2, who did not have a social security card in her file. Her parents have not been able to provide the social worker with copies of her social security card or of her birth certificate. The social worker had to request an original birth certificate so that she could obtain the social security card. The original birth certificate has now been obtained and a copy is attached. The social worker can now submit a request for the social security card and will do so by 9/30/17.</p> <p>Regarding FC #6, who did not have a social security card in her file. Her mother was unable to provide the social security card to the social worker. The social worker will request a new card through CFSA by 9/30/17.</p>	<p>9/25/17</p> <p>9/30/17</p> <p>9/30/17</p>

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S 344	Continued From page 7 3. During the entrance conference on August 2, 2017, at 11:30 a.m., the PM indicated that a school records soul be in the foster children' records. On August 3, 2017, at 1:00 p.m., review of FC #9's record revealed that no evidence of a school report or school record. 4. Review of FC #2's record on August 3 at 3:00 p.m., revealed no evidence of a birth certificate. At the time of the review, there was no one that could available to assist me with queries.	S 344	Regarding FC #7, his social security card was in his file but it was in a manila envelope. A copy of the card has been made and is attached. A copy will also be placed in his file so that it is easier to find. Regarding FC #10, who did not have a social security card in his file. His mother reports that he had a social security card but she lost it along with his work permit. The social worker cannot request a new card until a new work permit is obtained. The social worker has connected the mother to an immigration attorney to help her replace the work permit. Once the work permit is obtained, then a social security card will be requested. <i>The social worker will document this in PACES.</i>	9/25/17
S 465	1639.4(u) Foster Home Study (u) A summary of reports from physical examination of each person in the household within six (6) months of the study which verifies that persons in the household do not have communicable diseases, any specific illness, or disabilities which would interfere with the family's ability to parent a child; This CONDITION is not met as evidenced by: Based on interview and record review, the CPA failed to ensure that each home study reported included a summary of physical examination reports, verifying that within six (6) months of the study each person in the household was clear of communicable diseases for one (1) of the nine (9) foster parents in the CPA. The finding includes: During the entrance conference on August 2, 2017, beginning at 11:00 a.m., the PM indicated that FP's and anyone living in the home are required to have health screenings, annually. a. Review of FP #7's record review revealed a	S 465	Regarding FC #9, who did not have school records in his file. The social worker will request the records by 9/30/17. Regarding FC #2, who did not have a birth certificate in her file. Her parents were not able to provide the social worker with her birth certificate. The social worker requested one through CFSA and it was recently obtained. A copy is attached and is placed in her file.	9/13/17 9/30/17

9/25/17

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S 465	<p>Continued From page 8</p> <p>medical examination dated March 3, 2016. Continued review of the FP #7 record failed to show evidence that the CPA had obtained a written report of a medical evaluation.</p> <p>b. Further review of FP #7's record revealed that there are four of FP's children living in the home with her. All of the children are adult age. Child #1 had a medical evaluation dated January 26, 2016; child #2 had a medical evaluation dated July 7, 2015; child #3 had a medication evaluation dated February 14, 2016; and child #4 had a medical evaluation dated August 26, 2015.</p> <p>At the time of the survey, the CPA failed to provide medical evaluation for persons living in FP #8's home.</p>	S 465	<p>Foster parent records: The corrective action plan is that the licensing worker will ensure that all physical examination records are within 6 months of the home study date at the time of writing the home study. The files will be audited at the time of re-licensing to ensure that updated physical examination reports are within 6 months of the next home study.</p> <p>Regarding FP information, the dates all align with the family members of FP #5. She had a medical examination in her file dated 3/3/16, which is in compliance because it is within 6 months from the date of her home study 6/23/16. The first and last pages of the home study and the medical examination report are attached.</p> <p>Two of the foster parents' children's medical examination forms are also in compliance, because they were from 1/26/16 and 2/14/16 which is within 6 months of the date of the home study 6/23/16. The copies of the medical examination are attached.</p>	<p>9/25/17</p> <p>9/25/17</p>