

Health Regulation Administration

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION		(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER:  <b>CPA-00744</b>	(X2) MULTIPLE CONSTRUCTION A. BUILDING _____ B. WING _____	(X3) DATE SURVEY COMPLETED  03/04/2010	
NAME OF PROVIDER OR SUPPLIER <b>FAMILY AND CHILD SERVICES INC</b>		STREET ADDRESS, CITY, STATE, ZIP CODE <b>1509 16TH STREET NW WASHINGTON, DC 20032</b>			
(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (EACH DEFICIENCY MUST BE PRECEDED BY FULL REGULATORY OR LSC IDENTIFYING INFORMATION)	ID PREFIX TAG	PROVIDER'S PLAN OF CORRECTION (EACH CORRECTIVE ACTION SHOULD BE CROSS-REFERENCED TO THE APPROPRIATE DEFICIENCY)	(X5) COMPLETE DATE	
S000	Initial Comments  An annual inspection was conducted on March 3, 2010, through March 4, 2010. The survey findings were based on record review and staff interview. The sample sizes were sixteen (16) personnel records based on a census of sixteen (16), five (5) foster parent records based on a census of five (5), six (6) foster child records based on a census of six (6) and three (3) staff interviews.  The agency was found to be in substantial compliance with Title 29 Chapter 16, Standards of Placement, Care, and Services for Child Placing, however deficiencies were cited.	S 000	<p><i>Received 7/29/10</i></p> <p>GOVERNMENT OF THE DISTRICT OF COLUMBIA DEPARTMENT OF HEALTH HEALTH REGULATION ADMINISTRATION 825 NORTH CAPITOL ST., N.E., 2ND FLOOR WASHINGTON, D.C. 20002</p>		
S 096	161 1.1 (d) Personnel Records  (d) Annual performance evaluations signed by both the employee and supervisor;  This CONDITION is not met as evidenced by: Based on record review and interview, the agency failed to obtain an annual performance evaluation for one (1) of sixteen (16) employees. (Employee #14)  The finding includes-  Review of personnel records on March 4, 2010, at approximately 2.-50 p.m., revealed that Employee #14 did not have for review, an annual performance evaluation.  Interview conducted with the Program Manager on March 4, 2010, at approximately 3:30 p.m. confirmed the findings.	S 096		Performance evaluations are done on annual basis. A newly designed checklist to be used as a cover sheet in each personnel file will serve as a tickler system to ensure that all annual performance evaluation documents are reviewed and monitored on a quarterly basis by the Human Resource Office Staff.	
S 110	1612.3 Staff Functions And Qualifications  Each child-placing agency shall prior to	S110			

Health Regulation Administration

*Noelle Meador,*

Title  
*Director Human Resources*  
7/29/10 (M) DA-

LABORATORY DIRECTOR'S OR PROVIDER/SUPPLIER REPRESENTATIVE'S SIGNATURE

STATE FORM

6899

C1U11

If continuation sheet of 2

Health Regulation Administration

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION		(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER:  <b>CPA-0074</b>	(X2) MULTIPLE CONSTRUCTION A BUILDING B WING	(X3) DATE SURVEY COMPLETED  <b>03/04/2010</b>
NAME OF PROVIDER OR SUPPLIER  <b>FAMILY AND CHILD SERVICES INC</b>		SET ADDRESS CITY, STATE, ZIP CODE <b>1509 1 16<sup>TH</sup> STREET NW WAASHISHINGTON, DC 20032</b>		
(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (EACH DEFICIENCY MUST BE PRECEDED BY FULL REGULATORY OR LSC IDENTIFYING INFORMATION)	ID PREFIX TAG	PROVIDER'S PLAN OF CORRECTION (EACH CORRECTIVE ACTION SHOULD BE CROSS-REFERENCED TO THE APPROPRIATE DEFICIENCY)	(X5) Complete Date
S 110	<p>Continued From page 1</p> <p>employment, perform a criminal records check on any person who will have direct Contact with the children and clients. The child-placing agency shall ensure that each employee is free of any conviction or pending charges without a final disposition for the commission of, attempt to commit, or assault with intent to commit any of the following criminal offenses or a criminal offense which is equivalent to any of the following:</p> <p>This CONDITION is not met as evidenced by. Based on record review and interview, the agency failed to ensure that two (2) of sixteen (16) employees had complete criminal record checks in their files. (Employees #3 and #6)</p> <p>The finding includes: Review of personnel records on March 4, 2010, at approximately 3:15 p.m., revealed that employees #3 and #6 did not have available for review complete criminal record checks in their files.</p> <p>Interview with the Program Manager on March 4, 2010 at 3:40 p.m., confirmed the findings,</p>	S 110	<p>A newly designed system is currently being used by the Human Resources Office and a designated employee in our office will perform and ensure that criminal record check is secured on any person who will have direct contact with the children and clients.</p> <p>In addition to securing interview with the this process, FMGW is using a secured website through (ADP) Automated Data Program that provides criminal and child protective clearances including FBI are done within 48 hours.</p> <p>We will continue to work diligently to meet all of the Government of the District of Columbia's Department of Health requirements.</p>	