

COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF PUBLIC WELFARE

# CERTIFICATE OF COMPLIANCE

This Certificate is hereby granted to CLARION COUNTY COMMISSIONERS

To operate CLARION COUNTY CHILDREN AND YOUTH SERVICES

Located at 214 S. 7TH AVENUE, SUITE B, CLARION, PA 16214

ADDRESS OF SATELLITE SITE ADDRESS OF SATELLITE SITE

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To provide County Children & Youth Agencies

The total number of persons which may be cared for at one time may not exceed N/A  
or the maximum capacity permitted by the Certificate of Occupancy, whichever is smaller. (MAXIMUM CAPACITY)

Restrictions: \_\_\_\_\_

This certificate is granted in accordance with the Public Welfare Code of 1967, P.L. 31, as amended, and Regulations

55 Pa.Code Chapter 3130: Administration of County Children and Youth Services and Other Supplementary Program Regulations  
(MANUAL NUMBER AND TITLE OF REGULATIONS)

and shall remain in effect from February 19, 2012 until February 19, 2013,  
unless sooner revoked for non-compliance with applicable laws and regulations.

No: 414820

Robert E. Robinson  
ISSUING OFFICER

Beverly D. Mackerseth  
DEPUTY SECRETARY

NOTE: This certificate is issued for the above site(s) only and is not transferable and should be posted in a conspicuous place in the facility.



COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF PUBLIC WELFARE  
P.O. BOX 2675  
HARRISBURG, PENNSYLVANIA 17105-2675

Office of Children, Youth & Families  
Deputy Secretary's Office

Phone: 717-787-4756  
Fax: 717-787-0414

**MAY 31 2012**

Mrs. Kay M. Rupert, Administrator  
Clarion County Commissioners  
214 South Seventh Avenue  
Suite B  
Clarion, Pennsylvania 16214

Dear Mrs. Rupert:

RE: Clarion County Children and Youth  
License #414820

As a result of the Department of Public Welfare's licensing/approval inspection conducted on January 10, 11, and 12, 2012, we have found the above-named agency to be in complete compliance with Title 55, PA Code: Chapter 3130 and all other applicable supplemental program regulations. Therefore, a regular certificate of compliance is being issued. Your Certificate of Compliance is enclosed.

Sincerely,

A handwritten signature in cursive script that reads "Beverly D. Mackereth".

Beverly D. Mackereth  
Deputy Secretary

Enclosure

**COUNTY CHILDREN AND YOUTH AGENCY  
ANNUAL SURVEY AND EVALUATION SUMMARY**

NAME OF AGENCY/FACILITY: Clarion County Children and Youth Services				TELEPHONE: (814) 226-9280	OCYF REGIONAL STAFF APPROVAL	DATE
ADDRESS: 214 South 7 <sup>th</sup> Avenue, Suite B, Clarion, Pa. 16214				COUNTY: Clarion	<i>David Mejer</i>	<i>5-15-12</i>
INSPECTED BY: Dave Majcher, Mary Lou Mark Nuzzo, Amber Kalp, & Rick Tabor				INSPECTION DATES: January 10, 11, 12, 2012	<i>Mary Lou Mark Nuzzo</i>	<i>5/17/12</i>
INITIAL INSPECTION	RENEWAL INSPECTION	COMPLAINT	UNANNOUNCED INSPECTION	RANDOM SAMPLE	<i>Clark Bobek (MC)</i>	<i>5/17/12</i>
	<b>X</b>					

Clarion County is a rural and forested sixth class county. The inspection of the Children and Youth Services agency there took place on January 10 through 12, 2012. Despite a freeze on hiring, as well as other budgetary constraints, the agency has continued to maintain a satisfactory standard of operation. Agency case records reflect good quality both in Individual Service Plans as well as case notes. Timelines continue to be consistently met, and response times are appropriate. The agency has been diligent in addressing state mandates and initiatives, although there has been some inconsistency in the interpretation and application of the safety assessment tool. In all, 20 CPS cases, 15 GPS cases, 7 In-home cases, 3 placements, 2 foster care, and 5 personnel records were reviewed.

A total of 5 Clarification Requests were generated during the review. The agency responded satisfactorily in all cases, and no citations were issued. It should be noted that 2 requests prompted in immediate action by the administrator that resulted in documentation and/or process improvement. The inspection exit conference was conducted on January 12, 2012. Noteworthy, is that the meeting was attended by all 3 county commissioners, indicative of their support and interest in the agency.

It is noted that per requirements of the Needs Based Budget Bulletin, Clarion County has implemented a manual method of tracking placements, and has incorporated required language into its contracts with providers.

**SUMMARY OF AGENCY PRACTICES**

OVERVIEW and RECOMMENDATIONS (if applicable)

**SAFETY ASSESSMENT AND MONITORING**

**PRACTICE:**

Clarion County utilizes the Safety Assessment tool for all in home cases. They had additionally been using the out of home Safety Assessment tool prior to it's use being suspended by the department. While the Safety Assessments reviewed during the inspection were done within required timeframes, and reflected a thorough consideration of all factors, there was inconsistency as to the information being gathered and considered in making determinations. In order to enhance consistency, a formalized structured case note form is now being utilized.

**RECOMMENDATION**

Agency is making satisfactory progress in addressing this area. Periodic refresher training and review should continue to occur.

**FAMILY ENGAGEMENT PRACTICES**

- **FGDM**
- **Family Finding**
- **Involvement of Fathers**

FGDM: This service is provided by the Claion County's Promise agency It was noted that of 19 referrals. 8 level 2 conferences, and 12 level 3 conferences were conducted. The program is viewed as being successful, especially in dealing with truancy issues.

Family Finding: Accurant searches are being conducted by a para-legal staff. Some difficulty has been encountered in getting families to disclose what they view as their secrets. Further training is viewed as necessary to enhance para-legal's effectiveness.

Involvement of Fathers: Clarion County routinely attempts to include fathers in all meetings and court processes through mailings, and when possible, through personal contact. Fathers are provided with copies of FSPs so they can, at minimum, maintain awareness of the family situation. The agency acknowledged that more diligent work, especially at the intake level, is needed in this regard.

**RECOMMENDATION**

Clarion County is satisfactorily progressing in the area of Family Engagement. An appropriate awareness of what needs to be done has been demonstrated. Efforts should continue.

**FAMILY SERVICE PLANNING**

- **Family and Child Participation**
- **Individualized, Specific,**

**PRACTICE:**

The agency has procedures in place to ensure maximum family and child participation in planning. FSP's are done in a timely manner, and address objectives, specifically and individually. Goal progress is charted through the use of monthly review forms, which, when shared with families have served to assist them in maintaining focus on what needs to be done. Case records include documentation that required

<p><b>Measurable and Objective Goals</b></p> <ul style="list-style-type: none"> <li>• <b>Activities/Services are Consistent with Goals</b></li> </ul>	<p>parties receive a copy of the plan.</p> <p><b>RECOMMENDATION</b> Continue to emphasize the importance of maximum participation in planning. Emphasize the signing of the plan to formalize family agreement and commitment to work on identified goals.</p>
<p><b>CASEWORK VISITATION WITH FAMILY</b></p>	<p><b>PRACTICE:</b> Clarion County utilizes a written visitation plan to ensure that visitation, consistent with risk level, is maintained. This process has been successful, and caseworker contact has been a strength of the agency. The norm of once per month visitation is routinely exceeded.</p> <p><b>RECOMMENDATION</b> Maintain current practice.</p>
<p><b>PERMANENCY ACTIVITIES</b></p> <ul style="list-style-type: none"> <li>• <b>Concurrent Planning and Reflected Activities</b></li> <li>• <b>Parent/Child Visitation</b></li> <li>• <b>Sibling Visitation</b></li> <li>• <b>Permanency Review Hearings Timeframe</b></li> <li>• <b>Permanency Activities at 9, 12, 15, 22 and 24 months of care</b></li> <li>• <b>Agency activities toward addressing Compelling Reasons between hearings</b></li> <li>• <b># of children in care with goal of APPLA, Length of Time in Care and Current Placement Setting</b></li> <li>• <b>Transition Planning for</b></li> </ul>	<p><b>PRACTICE:</b> Concurrent Planning begins at intake and is addressed in all formalized plans. Consideration in concurrent planning routinely includes consideration of family requests and preferences. Efforts are made, and are usually successful, to include all siblings in family visits. Permanency Review Hearings are conducted within a 6 month timeframe for all cases. Cases involving IVE are reviewed within 5 months. Goal changes are typically done at the 12 month level. APPLA is currently identified as the goal for 5 Clarion County children including 1 sex offender placed at Cove Prep, 3 mental health placements, and 1 kinship placement. In Clarion County, a Transition Plan, treated the same as an FSP, is done 6 months prior to planned emancipation/discharge from care. There have been no appeals of FSP's in Clarion County. While exact numbers were not provided, there have, however, been a few appeals of court decisions; Conversely indicated CPS reports are appealed frequently.</p> <p><b>RECOMMENDATION:</b> Maintain current practice</p>

<p>youth 90 days before planned emancipation discharge from care</p> <ul style="list-style-type: none"> <li>• Use of Appeal Process</li> </ul>	
<p><b>PLACEMENT SETTINGS</b></p> <ul style="list-style-type: none"> <li>• Kinship Care Practices</li> <li>• Least Restrictive Alternatives Utilized</li> <li>• School Considerations</li> </ul>	<p><b>PRACTICE:</b>  Clarion County CYC has 20 children in placement, all but 1 of whom, are placed in foster care, the least restrictive placement option. The remaining youth is in care at Beacon Light's Youngsville treatment facility. Of the foster placements, 12 are Clarion CYC homes, 5 are Mental Health placements, and 1 is a pre-adoptive home through a private provider. The county identifies kinship alternatives as a first priority. If at all possible, children are placed into kinship homes. Currently, there are 6 kinship placements, 4 of which are paid. With regard to school considerations, Clarion County has made necessary accommodations so that there is educational continuity for fostered children. Six children, who are placed out of their home school district, receive daily transportation assistance so that they can continue to attend their home school.</p> <p><b>RECOMMENDATION</b>  Clarion County has been highly successful in this area; it's good work in this area is noteworthy.</p>
<p><b>DATA TRACKING</b></p> <ul style="list-style-type: none"> <li>• Re-Abuses / New Adjudications</li> <li>• Re-Entry into Care</li> <li>• Aging Out Youth <ul style="list-style-type: none"> <li>○ Residence</li> <li>○ Income</li> <li>○ Life Connection</li> </ul> </li> </ul>	<p><b>PRACTICE:</b>  Clarion County obtains MCI numbers on all GPS intakes and on indicated CPS cases. The agency also tracks re-abuses, re-entries into care, and youth aging out of the system. Four re-entries into care have occurred over the past year, while 2 youth are expected to age out of the system this year with residence, income, and life connection.</p> <p><b>RECOMMENDATION</b>  The continued tracking of those youth identified to have aged out of care is recommended.</p>

**FOSTERING CONNECTIONS  
ACTIVITIES**

- Diligence in seeking, notifying and utilizing kin placement resources
- Efforts to ensure children are placed together
- Educational needs of youth – school setting, attendance, case activities non-intrusive to school day
- School consideration given at initial placement
- Health care coordination and oversight

**PRACTICE:**

The agency has a para-legal who is charged with the responsibility of conducting diligent searches via the ACCURINT tool. Kinship resources are utilized whenever possible. Success in this area is reflected in the fact that 1/3 of all Clarion County foster placements are kinship. Educational needs of the fostered children are strongly considered both by providing transportation assistance for continued attendance of the home school, and by being minimally intrusive to the school day. Child visitation by the agency occurs almost exclusively in the foster home, with attendance of IEP, and other necessary educational meetings being the only time that school visitation is likely to occur. The child's home school district is also a key factor in foster home selection, and that information is listed, and considered in all home selections. Basic health care status of children receiving services is currently tracked on an in-house form developed by the agency. While the tracking is not currently being done on the department developed form, all the same information is being compiled and could be transferred if needed.

**RECOMMENDATION**

Begin using department form for compiling child health information. Otherwise, maintain strong current practice.

**SHARED CASE RESPONSIBILITY  
ACTIVITIES**

**PRACTICE:**

The agency has no shared cases, and has had none this year. There has been a lack of coordination between CYS and JPO in this regard. Families involved in JPO cases have been reluctant to accept what they believe to be additional intrusion from another agency. To combat this, a shared JPO / CYS client protocol is being implemented, and more face to face meetings between the 2 agencies is being sought. It is noted however, that only 1 JPO placement is currently 4E eligible, while 10 CYS placements meet eligibility requirements. Overall, the agency reports that 4E funds received have decreased significantly.

**RECOMMENDATION**

Continue efforts to collaborate with Probation

**REGULATORY FINDINGS CORRECTED ON SITE**

1. 55 PA CODE CHAPTER	2. NON-COMPLIANCE AREA	3. COUNTY'S ON-SITE CORRECTIVE ACTION
N/A		

**REGULATORY FINDINGS REQUIRING PLAN OF CORRECTION**

1. 55 PA CODE CHAPTER	2. NON-COMPLIANCE AREA	3. CORRECTION REQUIRED	4. REQUIRED CORRECTION DATE	5. PROVIDERS PLAN OF CORRECTION OR RESPONSE	6. STATUS OF CORRECTION
3130, 3490, and other applicable regulations	NA				

THE LEGAL ENTITY REPRESENTATIVE MUST COMPLETE COLUMN 5, SIGN ON THE SIGNATURE LINE AT THE BOTTOM AND DATE ALL PAGES OF THIS DOCUMENT. RETURN THIS ENTIRE DOCUMENT TO YOUR REGIONAL OFFICE BY: March 30, 2011

SIGNATURE OF LEGAL ENTITY REPRESENTATIVE	TITLE
DATE	TELEPHONE NUMBER