



pennsylvania
DEPARTMENT OF HUMAN SERVICES

JUN 30 2015

Ms. Kay M. Rupert, Administrator
Clarion County Commissioners
214 South 7th Avenue, Suite B
Clarion, Pennsylvania 16214

RE: Clarion County Children and Youth
Services
Public Agency

License #414820

Dear Ms. Rupert:

As a result of the Department of Human Services licensing inspection on January 13, 2015 - January 15, 2015, we have found the above agency, to be in compliance with 55 Pa.Code Ch. 3130 and other supplementary program regulations.

Your regular license for the period February 19, 2015 to February 19, 2016 was issued on November 3, 2014. Your regular license remains in good standing.

Sincerely,

A handwritten signature in black ink that reads "Cathy A. Utz".

Cathy Utz
Deputy Secretary

Enclosure
Licensing Inspection Summary

**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 th Avenue, Suite B., Clarion, PA 16214				COUNTY: Clarion	<i>Wendy Reed</i> Program Representative:	6/23/15
INSPECTED BY: Wendy Reed, Cynthia Gariepy, Nathan Humes, Rebecca Lewandowski				INSPECTION DATES: 01/13/2015- 01/15/2015	<i>Mary Ann Warkola</i> Supervisor:	6/23/15
INITIAL INSPECTION	RENEWAL INSPECTION	COMPLAINT	UNANNOUNCED INSPECTION	RANDOM SAMPLE	<i>Amber S Kaep</i> Regional Director:	6/23/15
	X					

The Department of Human Services Western Regional Office of Children, Youth and Families conducted the annual licensing inspection of Clarion County Office of Children and Youth Services (CCOCYS) on January 13-15, 2015.

The annual inspection included a random sample record review, internal policy/procedures review, personnel record review and agency fiscal documentation review. In addition, a site visit to four agency resource homes was also conducted. These visits revealed a positive relationship with Clarion County Office of Children and Youth Services.

The case sample was drawn from cases assigned to all program units and casework functions within the agency. 9 of the 91 Child Protective Service Intake records, 3 of the 28 Placement records, 11 of the 837 General Protective Services Intake records, 8 of the 15 Agency Resource Family Home records, 2 of the 7 Adoption records, 5 of the 18 Ongoing/In-home Services records, and personnel records of the 5 new employees were reviewed during the licensing inspection. Training records for all employees were reviewed.

Clarion County Office of Children and Youth Services (CCCYS) is a public child welfare agency serving primarily a rural population of approximately 39,000+ residents in a sixth class county. The unemployment rate in Clarion County continued to exceed the state and national average in June of 2014 the rate was 6.7%, the surrounding counties rate average is 5.6%, and the number of children living below 100% and 200% of poverty continued to increase. The county struggles with the drug addiction issues within the county. Heroin is the drug of choice.

Throughout 2013-14 the number of intake investigations continued to increase, with GPS referrals increasing significantly. Additional caseworkers were assigned. Most referrals to the agency are successfully resolved at the intake level. The agency saw a decrease in the number of families accepted for service, but with more children in those families. It should be noted that there has been a large number of sibling groups of three or more children brought into care over the past year.

It was evident during the site visit that the CCCYS staff works hard to maintain quality services to the children and families they serve. The strengths identified in CCCYS practices include: home visits are made in a timely manner, good collaboration efforts with key stake holders, home visits are both announced and unannounced, and case documentation is detailed and meaningful.

All case specific regulatory references contained within the License and Inspection Summary does not contain specific identifying demographic data due to statutory prohibitions relating to confidentiality.

SUMMARY OF AGENCY PRACTICES

<p>Practice Area: Safety Assessment and Monitoring</p> <p>QSR Indicator: Safety from Exposure to Threats of Harm</p> <p>QSR Indicator: Safety from Risk to Self/Others</p>	<p>CCCYS utilizes the In Home Safety Assessment tool for all in home cases and the Out of Home tool for placement cases. The caseworkers and supervisors continue to gain more confidence in using this tool. The caseworkers are providing details in their structured case notes and completing meaningful assessments. Supervisors continue to meet the regulatory 10 day supervisory reviews for cases that are being assessed at intake level. CCCYS began utilizing CAPS on 10/1/13. All cases are now current in CAPS.</p>
<p>Practice Area: Casework Visitation with Family</p> <p>QSR Indicator: Planning for Transitions and Life Adjustments</p> <p>QSR Indicator: Parent/Caregiver Functioning</p>	<p>Most referrals to the agency are successfully resolved at the intake level. CCCYS has 4 ongoing caseworkers they are able to maintain small caseloads which enables them to provide more intensive services in the homes. They continue to meet with families on a regular basis; both announced and unannounced home visits are conducted to families.</p> <p>Visitation for siblings and family are scheduled by the Visitation Aide. The agency's best practice suggests making the visits twice a week or as frequent as possible to establish and maintain the bond between child/siblings and the parent. The aide assists in transportation as well. The visits can either be supervised or unsupervised. Visits occur in the least restrictive environment which can be the agency's family room or in the family home if safety is not compromised. In addition, the caseworker informs the parents of all activities, medical appointments and educational meetings for the child and encourages the parents to attend.</p>
<p>Practice Area: Fostering Connections Activities</p> <p>QSR Indicator: Parent/ Caregiver Functioning</p> <p>QSR Indicator: Role and Voice</p> <p>QSR Indicator: Engagement Efforts</p> <p>QSR Indicator: Teaming</p>	<p>CCCYS has a Para-legal who is responsible for conducting diligent searches via the Accurint tool. Kinship families are the first choice for placement options for all children entering care. CCCYS recruits foster families who understand and are willing to Bridge the Gap and team with biological families. The agency also recruits resource families from all seven school districts encompassing the county wide area.</p>
<p>Practice Area: Shared Case Responsibility Activities</p>	<p>Practice Area: Clarion County does not have a written protocol between CCCYS and JPO concerning SCR, but does have an established procedure. During the review period, Clarion County currently had 1 SCR case; the youth was dually adjudicated. Case management duties are shared by both agencies. CCCYS has a positive relationship with the Juvenile Probation Department. Both parties understand that communication among them is paramount in order to better serve their families.</p>

<p>Practice Area: Family Service Planning</p> <p>QSR Indicator: Assessment and Understanding</p> <p>QSR Indicator: Long-Term View</p> <p>QSR Indicator: Child/Youth and Family Planning Process</p> <p>QSR Indicator: Planning for Transitions and Life Adjustments</p> <p>QSR Indicator: Intervention Adequacy and Resource Availability</p> <p>QSR Indicator: Maintaining Family Connections</p> <p>QSR Indicator: Tracking and Adjusting</p>	<p>CCCYS continues to engage families when developing the Family Service Plan (FSP). Family Service Plans are individualized and objectives are related to the families individual concerns identified through the visits, safety assessments and risk assessments. The dictation shows the progression of these plans with the families. Signed copies of these plans are located in the files. Each family is provided with their own copy of the FSP.</p>
<p>Practice Area: Family Engagement Practices</p> <p>QSR Indicator: Physical Health</p> <p>QSR Indicator: Emotional Well-Being</p> <p>QSR Indicator: Early Learning and Development</p> <p>QSR Indicator: Engagement Efforts</p> <p>QSR Indicator: Role and Voice</p> <p>QSR Indicator: Teaming</p>	<p>Practice Area: CCCYS made 50 referrals for FGDM during this review period. Only 66% of the families referred successfully completed the program, which is a decrease from the two previous years. 20 referrals were made to Multi Systemic Therapy (MST), 80% of those families have successfully completed the program.</p> <p>The caseworker is responsible for obtaining birth certificates and establishing paternity for the child. The caseworker meets with family at time of placement and attempts to identify any adult relatives to the 5th degree or any additional significant adults in the life of that child. The caseworker sends Kinship letters to identified adults within 30 days to inform them of the child's placement and the opportunity to become a resource or a positive contact for the child. The LSI (Legal Services Initiative) paralegal uses Accurint, Diligent Search and Fostering Connections to search for additional potential names that may not have been given to the caseworker. In addition, a referral is made by the Adoption Coordinator to a SWAN affiliate in order to use Child Specific Recruitment and Child Prep services. CCCYS is encouraged to continue to work towards meaningful engagement of families.</p>
<p>Practice Area: Permanency Activities</p> <p>QSR Indicator: Stability</p> <p>QSR Indicator: Living Arrangement</p> <p>QSR Indicator: Permanency</p> <p>QSR Indicator: Academic Status</p> <p>QSR Indicator: Pathway to Independence</p> <p>QSR Indicator: Parent and Caregiver Functioning</p> <p>QSR Indicator: Efforts to Timely Permanence</p>	<p>During 2013-14 the agency finalized 7 adoptions and 3 SPLC agreements. Permanency hearings can be held every three months but the majority are held every 6 months. The agency is continuing to increase its use of SWAN services and using their 5 unit apartment building for IL eligible youth.</p> <p>CCCYS has had an increase in the number of sibling groups of two or more who need placed in the past year. This has resulted in an increase in their placement numbers.</p> <p>CCCYS have hired a full time concurrent planning coordinator. They will be fully up to date on concurrent planning by July 2015.</p>

Practice Area: Placement Settings

QSR Indicator: Living Arrangement

CCCYS continues to place youth in the least restrictive placement setting that will meet the needs of the youth while they work toward finding them a safe and permanent home. CCCYS currently has 19 children in placement from 11 families. CCCYS has historically had low placement rates due to the collaborative approach used by the human services system in the county.

The following chapters 3350, 3700, 3130, 3490, CPSL and Chapter 20 were reviewed during the annual licensing review.

REGULATORY FINDINGS REQUIRING PLAN OF CORRECTION

1. 55 PA CODE CHAPTER	2. NON-COMPLIANCE AREA	3. CORRECTION REQUIRED	4. REQUIRED CORRECTION DATE	5. PROVIDER'S PLAN OF CORRECTION OR RESPONSE	6. STATUS OF CORRECTION
3130	There are no regulatory violations.	None	None	None	Full Approval is recommended
3700	There are no regulatory violations	None	None	None	Full Approval is recommended
3350	There are no regulatory violations	None	None	None	Full Approval is recommended.
3490	There are no regulatory violations	None	None	None	Full Approval is recommended

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: N/A

SIGNATURE OF LEGAL ENTITY REPRESENTATIVE

TITLE

DATE

TELEPHONE NUMBER