



**pennsylvania**  
DEPARTMENT OF HUMAN SERVICES

FEB 09 2016

Ms. Kay Rupert, Administrator  
Clarion County Commissioners  
214 South 7<sup>th</sup> Avenue, Suite B  
Clarion, Pennsylvania 16214

RE: Clairon 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 26-28, 2016, we have found the above agency, to be in compliance with 55 Pa.Code Ch. 3130 and other supplementary program regulations.

Sincerely,

  
Cathy Utz  
Deputy Secretary

Enclosure  
Licensing Inspection Summary

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

NAME OF AGENCY/FACILITY: Clarion County Children and Youth Services, #414820				TELEPHONE: 814-226-9280	OCYF REGIONAL STAFF APPROVAL	DATE
ADDRESS: 214 South 7 <sup>th</sup> Avenue, Clarion, PA 16214				COUNTY: Clarion	<i>John Zubryd (MPS)</i> Program Representative:	<i>2/1/16</i>
INSPECTED BY: John Zubryd, Cynthia Gariepy, Wendy Reed, Wilson Smith				QSR and INSPECTION DATES: 01/26/2016- 01/28/2016	<i>Mary Lou Wanchola</i> Supervisor:	<i>2/1/16</i>
INITIAL INSPECTION	RENEWAL INSPECTION	COMPLAINT	UNANNOUNCED INSPECTION	RANDOM SAMPLE	<i>Amber S. Kaep</i> Regional Director:	<i>2/2/16</i>
	<b>X</b>					

The Department of Human Services, Western Region Office of Children, Youth and Families conducted the annual licensing inspection of Clarion County Office of Children and Youth Services by means of a random sample record review, ongoing conversations with administrative, supervisory, and casework staff, personnel record review.

The case sample was drawn from cases assigned to all program units and casework functions within the agency. 10 of 145 Child Protective Service (CPS) Intake records, 10 of 873 General Protective Services (GPS) Intake records in addition 5 Information and Referrals, 5 Law Enforcement Official and 5 Truancy referrals were reviewed. 10-day supervisory logs were reviewed as part of the review of CPS and GPS cases. 7 of 19 agency Resource Family Home records were reviewed, 5 of these files were Resource Homes approved within the review period. Also reviewed were, 2 of 11 Adoption records, 6 of 15 Ongoing/In-home Services records, 5 of 11 Placement records. In addition to program unit records, the Department reviewed the following Administrative items: Current organizational chart with caseload count for each person carrying cases; completed copy of the agency's policy and procedure manual. 2 of 2 personnel records of new employees were reviewed and training records for all staff.

**County Specific Information:**

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 county struggles with drug addiction as prescription drugs are the drug of choice; however Methamphetamine has made a major comeback and is once again a problem in the county.

Throughout 2014-15 the number of intake investigations continued to increase, with CPS and GPS referrals increasing significantly. Most referrals are resolved at the intake level; however, the county works to connect the family with community services prior to closing the case. The agency caseworkers are completing the Ages and Stages assessment with many of the children in the homes that are not necessarily mandated for this assessment to help ensure that all children are being served.

It is evident that the CCCYS director, supervisors and caseworkers work diligently to ensure the safety and needs are being met of the children and families in the county. The strengths identified in the CCCYS practices include: Chart documentation is clear and concise, quality collateral contacts with law enforcement and neighboring county CYS offices, screen outs are very thorough and referrals are quality, training hours of staff are exceeded and training is updated as needs deemed (training on current Drug of Choice).

Site visits were conducted to two agency resource/kinship resource home on January 28, 2016. The resource families were complimentary to the agency. The Resource parents reported that the support groups for foster parents are very helpful, supervised visitation reports are very helpful and thorough, updated forms are efficient and effective, youth are being seen by caseworkers at placement along with foster parents, visits are positive and the structured case notes are very detailed. The foster parents are well aware of their rates and feel supported by CCCYS.

**Quality Service Review (QSR):**

CCCYS did not have a QSR this year they are scheduled for their QSR-Review in November of 2016.

CCCYS is providing for the safety, permanency and well-being of the children they serve.

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. PROVIDERS 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