

# Foster Care Annual Licensing Review Process

(FY 2018 Appropriation Act - Public Act 107 of 2017)

**January 15, 2018**

***Sec. 532. The department, in collaboration with representatives of private child and family agencies, shall revise and improve the annual licensing review process and the annual contract compliance review process for child placing agencies and child caring institutions. The improvement goals shall be safety and care for children. Improvements to the review process shall be directed toward alleviating administrative burdens so that agency resources may be focused on children. The revision shall include identification of duplicative staff activities and information sought from child placing agencies and child caring institutions in the annual review process. The department shall report to the senate and house appropriations subcommittees on the department budget, the senate and house fiscal agencies and policy offices, and the state budget director on or before January 15 of the current fiscal year on the findings of the annual licensing review and include summaries of actions undertaken to revise, improve, and identify weaknesses in the current annual licensing process and annual contract compliance.***



Michigan Department of  
Health & Human Services

RICK SNYDER, GOVERNOR  
NICK LYON, DIRECTOR

## **Foster Care Annual Licensing Review Process**

The attached Excel document contains a summary of violations cited during the annual review, which include both renewal and interim visits. The violations are listed in five categories: statute, rules, the Implementation, Sustainability and Exit Plan (ISEP) and policy and contract violations. The information includes violations for eighty-five annual visits to contracted Child Placing Agencies (CPA) and eighty-one visits to contracted Child Care Institutions (CCI).

The consolidated monitoring tools were reviewed and modified during fiscal year 2017 and contain the rule language and hyperlinks to the ISEP, MDHHS policy manuals and to the child placing agencies' and child caring institutions' contracts to ensure findings are consistent with written requirements. The review tools have been made available online for all child placing agencies and child caring institutions to utilize for self-review and to ensure transparency in the review process. The MDHHS' Division of Child Welfare Licensing continues to review processes surrounding current licensing and contract compliance to ensure necessary revisions are made in order to improve and streamline procedures.

**CHILD PLACING AGENCY CITATIONS FOR 85 ANNUAL VISITS IN FY 2017**

<b>Rule Number</b>	<b>Rule Name</b>	<b>Number of Occurrences</b>
<b><u>Adoption Policy</u></b>		
ADM 210	Case Acceptance, Assignment, and Notification	2
ADM 300	Adoption Assessment Addendum	4
ADM 300	Adoption Assessment Time Frames	7
ADM 330	Overview	3
ADM 330	Adoption Closing Summary	1
ADM 330	Quarterly Report	9
ADM 400	Mare Registration	3
ADM 510	Adoptive Family Assessments	1
ADM 520	Lein/Ichat Time Frames	1
ADM 610	Placement Decisions for Adoption of a Child	4
ADM 710	State Ward Tracking System and Registration	2
ADM 980	Closing Documentation	1
<b>Total Adoption Policy Citations</b>		<b>35</b>
<b><u>Contract</u></b>		
IL Contract	Program Requirements	2
TFC 2.10	Services to be Provided	16
TFC 1	Staff Qualifications	1
<b>Total Contract Citations</b>		<b>19</b>
<b><u>Foster Care Policy</u></b>		
FOM 722.15	Case Closing	2
FOM 722.16	Reporting Requirements	7
FOM 722.3	Placement selection and standards	16
FOM 722.5	Case Record	2
FOM 722.6	Case Planning	175
FOM 722.7	Permanency Planning	6
FOM 722.8	Initial service plans	56
FOM 722.9	Updated service plans	26
FOM 723	Student Records	3
FOM 801	Health services for foster children	44

Rule Number	Rule Name	Number of Occurrences
FOM 802	Mental and Behavioral Health Access and Services	4
FOM 913.4	Placement resources: CPA reporting requirements	5
SRM 200	Criminal History Information	3
<b>Total Policy Citations</b>		<b>349</b>
<b>Statute</b>		
MCL 722.118	Regulation of Foster Home Variances	1
MCL 722.120	Confidentiality	6
<b>Total Statute Citations</b>		<b>6</b>
<b>Implementation, Sustainability, Exit Plan</b>		
ISEP 4.18	Medical, Dental, and Mental Health Services	2
ISEP 4.22	Reporting	28
ISEP 6.10	Seperation of Siblings	4
ISEP 6.12	Maximum Children in Foster Home	7
ISEP 6.16	Relative Foster Parents	2
ISEP 6.17	Relative Foster Parent Licensing	1
ISEP 6.18	Relative Foster Parent Licensing, Timeliness	23
ISEP 6.24	Foster Care Workers	2
ISEP 6.30	Supervisory Oversight	12
ISEP 6.33	Assessments and Service Plans	25
ISEP 6.42	Visits, Sibling	5
ISEP 6.43	Medical and Mental Health Examination	6
ISEP 6.49	Medical Passports	20
ISEP 6.54	Psychotropic Medication	2
<b>Total ISEP Violations</b>		<b>139</b>
<b>Rules</b>		
R 400.12203	Financial Stability	1
R 400.12205	Required Staff	12
R 400.12206	Staff qualifications	2
R 400.12207	Staff responsibilities	16

Rule Number	Rule Name	Number of Occurrences
R 400.12209	Orientation and training	19
R 400.12212	Personnel records	64
R 400.12306	Application request	21
R 400.12308	Application submission	2
R 400.12309	Records Check	2
R 400.12310	Initial evaluation	8
R 400.12311	Foster parent/agency agreement	10
R 400.12312	Foster parent training	26
R 400.12319	Substitute care policy	4
R 400.12321	Hazardous materials policy	1
R 400.12324	Reevaluation	52
R 400.12325	License recommendation	28
R 400.12326	Borrowed home	108
R 400.12327	Special Evaluation	120
R 400.12328	Foster home record	8
R 400.12403	Policy and procedures	1
R 400.12404	Placement	76
R 400.12405	Change of placement	161
R 400.12413	Medical and dental care policy	55
R 400.12417	Foster parent information	94
R 400.12418	Development of service plans	101
R 400.12419	Initial service plans	4
R 400.12420	Updated service plans	8
R 400.12421	Visitation and parenting time	23
R 400.12422	Foster care record	8
R 400.12502	Program statement	3
R 400.12503	Policy and Procedures	3
R 400.12504	Eligibility requirements	4
R 400.12505	Supervision	6
R 400.12507	Medical/dental and mental health care	1
R 400.12509	Independent living record	36
R 400.12510	Indepent living contract	19
R 400.12511	Termination	20

Rule Number	Rule Name	Number of Occurrences
R 400.12602	Program statement	3
R 400.12603	Policy and procedures	3
R 400.12604	Orientation and application	19
R 400.12605	Adoptive evaluation	21
R 400.12606	Training Requirements	12
R 400.12607	Agency recommendation	5
R 400.12707	Orientation	1
R 400.12708	Child evaluation	2
R 400.12710	Adoptive parent information	9
R 400.12712	Supervision	1
R 400.12804	Adoptive family evaluation	1
<b>Total Rule Citations</b>		<b>1204</b>
<b>Grand Total Contracted CPA Citations FY 2017</b>		<b>1755</b>

## Annual Child Placing Agency Reviews FY 2017

Agency Name	License Number	Inspection Start Date
Adoption and Foster Care Specialists, Inc.	CB440295542	11/01/2016
Adoption Option, Inc.	CB560263403	10/10/2016
Bethany Christian Services Inc/Holland	CB700200981	09/18/2017
Bethany Christian Services Inc/Madison Heights	CB630200978	10/24/2016
Bethany Christian Services Inc/Madison Heights	CB630200978	11/06/2017
Bethany Christian Services/East Lansing	CB330314400	03/13/2017
Bethany Christian Services/Fremont	CB620200977	05/08/2017
Bethany Christian Services/Kalamazoo	CB390267474	12/12/2016
Catholic Charities of Jackson, Lenawee & Hillsdale	CB460308844	12/22/2016
Catholic Charities of Shiawasee and Genesee Co.	CB250201015	02/27/2017
Catholic Charities of Southeast Michigan	CB630201423	02/22/2017
Catholic Charities West Michigan	CB410245705	12/12/2016
Catholic Charities West Michigan	CB410245705	10/17/2017
Catholic Family Services	CB390201021	06/27/2017
Catholic Family Services/Bay City	CB090201020	02/15/2017
Catholic Human Services Inc - Traverse City	CB280201014	02/15/2017
Catholic Social Services of Washtenaw	CB810201018	01/12/2017
Catholic Social Services of Washtenaw	CB810201018	06/22/2017
Child & Family Charities	CB330201039	01/30/2017
Child & Family Services Northeast Michigan	CB040201041	05/15/2017
Child & Family Services of Northwestern Michigan	CB280201037	04/10/2017
Child & Family Services of the Upper Peninsula	CB520201043	03/07/2017
Child and Parent Services	CB630201045	11/21/2016
Children's Center Wayne Co	CB820201055	04/03/2017
Community Care Organization	CB820315857	02/28/2017
Community Living Services	CB820201073	02/09/2017
Community Social Services of Wayne County	CB820201024	04/04/2017
DA Blodgett For Children	CB410201088	05/03/2017
Don Bosco Hall SIL Program	CB820201097	03/23/2017
Eagle Village, Inc.	CB670201101	03/01/2017
Ennis Center for Children Pontiac	CB630315340	07/17/2017

Agency Name	License Number	Inspection Start Date
Ennis Center For Children/Detroit	CB820201107	06/09/2017
Ennis Center For Children/Flint	CB250201108	01/23/2017
Ennis Center for Children/Port Huron	CB740315326	05/08/2017
Family & Children Services Inc.	CB390201118	01/23/2017
Family and Community Services	CB500316267	04/11/2017
Family and Community Services - Livingston	CB470382419	04/13/2017
Family Service & Children's Aid/Jackson County	CB380201116	05/25/2017
Forever Families	CB820201130	01/04/2017
Fostering Solutions	CB460360419	11/28/2016
Girlstown Foundation Inc.	CB820201144	04/25/2017
Hands Across The Water	CB810201161	06/29/2017
Holy Cross Childrens Serv TC	CB280200990	01/17/2017
Holy Cross Children's Services	CB730200994	05/17/2017
Homes For Black Children	CB820201177	03/13/2017
Judson - Child Safe Michigan	CB630369213	05/15/2017
Judson CPA	CB820201212	01/23/2017
Judson CPA	CB820201212	07/06/2017
Listening Ear Crisis Center	CB370201248	02/22/2017
Lutheran Adoption Service	CB330361250	01/09/2017
Lutheran Adoption Service	CB630201258	01/11/2017
Lutheran Social Services of Michigan/Kalamazoo	CB390258392	05/01/2017
Methodist Children's Home Society	CB820201295	12/05/2016
New Light Child & Family Institute	CB790290893	01/19/2017
Oakland Family Services	CB630201335	07/31/2017
New Light Child & Family Institute	CB790290893	10/31/2017
Open Door Adoption Services, Inc.	CB380356643	11/21/2016
Orchards Childrens Services	CB630201342	12/05/2016
Pathways, MI	CB700201042	12/21/2016
REAL Independent Living	CB820301011	12/22/2016
Samaritas - Bay	CB250296641	08/15/2017
Samaritas - West	CB410201266	08/28/2017
Samaritas Southeast	CB630201265	09/26/2017
Samaritis	CB380201255	06/18/2017

Agency Name	License Number	Inspection Start Date
Spaulding For Children	CB630201414	09/18/2017
Spectrum Human Services	CB630201417	10/24/2016
Spectrum Human Services	CB630201417	06/19/2017
Spectrum Human Services Independent Living	CB820252473	03/15/2017
St. Vincent's Catholic Charities-Child Welfare	CB330201019	03/10/2017
Starr Commonwealth - Detroit	CB820201441	05/17/2017
Teaching Family Homes of Upper Michigan	CB520201452	05/23/2017
U.P. Kids	CB310282171	09/19/2017
Upper Peninsula Family Solutions	CB520304693	03/21/2017
Vista Maria Foster Care	CB820201485	11/14/2016
Wayne Center	CB820201505	05/17/2017
Wellspring Bay	CB090201254	11/08/2017
Wellspring Lutheran Services	CB630201261	03/27/2017
Wellspring Lutheran Services East Lansing	CB330371021	10/17/2016
Wellspring Lutheran Services East Lansing	CB330371021	08/23/2017
Wellspring Lutheran Services Kentwood	CB410201260	08/01/2017
Wellspring Lutheran Services-Gaylord	CB690358779	12/12/2016
West MI Partnership for Children	CB410381414	05/16/2017
Wolverine Human Services Aftercare	CB820201514	10/17/2016
Wolverine Human Services Aftercare	CB820201514	10/19/2017
Youth Guidance Foster Care	CB130201519	05/15/2017

**CHILD CARING INSTITUTION CITATIONS FOR 81 ANNUAL VISITS IN FY 2017**

<b>Rule Number</b>	<b>Rule Name</b>	<b>Number of Occurrences</b>
<b><u>Policy</u></b>		
FOM 722.6	Caseworker Contact	1
FOM 801,802	Psychotropic Medication in Foster Care	2
FOM 903.9	Case Service Payments	1
<b>Total Policy Citations</b>		<b>4</b>
<b><u>Implementation, Sustainability, and Exit Plan</u></b>		
ISEP 4.22	MiSACWIS Reporting	1
ISEP 6.54	Psychotropic Medication	1
ISEP 6.15	Residential Placements	1
<b>Total ISEP Citations</b>		<b>3</b>
<b><u>Rules</u></b>		
R 400.4109	Program statement	2
R 400.4111	Job description	7
R 400.4112	Staff qualifications	6
R 400.4113	Employee records	87
R 400.4114	Tuberculosis screening for employees and volunteers	34
R 400.4115	First Aid	3
R 400.4116	Chief Administrator; responsibilities	6
R 400.4118	Social service supervisor; qualifications	3
R 400.4119	Social service worker qualifications	2
R 400.4120	Supervisor of direct care workers qualifications	8
R 400.4121	Direct care worker; qualifications	1
R 400.4125	Personal Possessions and money; clothing ; storage space	3
R 400.4127	Staff to resident ratio	1
R 400.4128	Initial staff orientation and ongoing staff training	26
R 400.4132	Grievance procedures	2

Rule Number	Rule Name	Number of Occurrences
R 400.4135	Resident work experience	1
R 400.4136	Recreational activities and supplies	3
R 400.4138	Bedding	1
R 400.4139	Driver's license	1
R 400.4142	Health services	8
R 400.4144	Education/Admission health screening; physical examinations	10
R 400.4146	Personal Possessions and money; immunizations	3
R 400.4147	Clothing/dental care	7
R 400.4152	Behavior management rooms; policies and procedures/initial docs	27
R 400.4155	Initial treatment plan	101
R 400.4156	Updated treatment plan	74
R 400.4159	Resident restraint	3
R 400.4166	Discharge plan	61
R 400.4167	Case record maintenance	4
R 400.4407	Facility and premises maintenance	7
R 400.4420	Food service facilities, equipment, and procedures	1
R 400.4515	Electrical installations	2
R 400.4520	Interior finish	3
R 400.4521		1
R 400.4523	Fire detection; small facilities	1
R 400.4524	Fire detection; large facilities	1
R 400.4543	Doors	2
R 400.4552	Heating devices	5
R 400.4554	Air handling equipment	1
R 400.4559	Combustible storage	1
R 400.4560	Cooking appliances	1
<b>Total Rule Citations</b>		<b>521</b>

Rule Number	Rule Name	Number of Occurrences
<b><u>Residential Contract Violations</u></b>		
	RFCAN Assessment Needs	3
	RFCAN Education	2
	RFCAN Family Team Meetings	5
	RFCAN Individual or Group Therapy Counseling	2
	RFCAN Medical and Dental	1
	RFCAN Medication	1
	RFCAN Psychiatric Services	1
	RFCAN Reporting	3
	RFCAN Restraint and Seclusion Reporting in MiSACWIS	6
	RFCAN Services	2
	RFCAN Staff Training	7
	RFCAN Staff Qualifications	1
	RFCAN Standardized Assessment Tools	3
	RFCAN Transitional Service With The Child Following Discharge	17
	RFCAN Wardrobe	10
	RFCJJ AWOLP/Escape Procedures	3
	RFCJJ Behavioral Health Services	5
	RFCJJ Case Records	18
	RFCJJ Contractor Responsibilites	2
	RFCJJ Independent Living Preparation	4
	RFCJJ Initial Treatment Plan	4
	RFCJJ PREA Compliance Training	3
	RFCJJ Psychotropic Medication-Informed Consent	1
	RFCJJ Release Services	2
	RFCJJ Reporting	10
	RFCJJ Staff Qualifications	1
	RFCJJ Staff Training	5
	RFCJJ Standardized Assessment Tools	1
	RFCJJ Transitional Services After Placement	11

Rule Number	Rule Name	Number of Occurrences
Total Contract Violations		134
<b>Grand Total Contracted CCI Citations FY 2017</b>		<b>662</b>

## Annual Child Caring Institution Reviews FY 2017

Agency Name	License Number	Inspection Start Date
Angel House	CI330263425	10/20/2016
Bethany Christian Services Inc/Grand Rapids	CI410200975	08/22/2017
Betsy's Place Kingston	CI790301588	05/08/2017
Betsy's Place LLC	CI790346871	03/30/2017
Beverly House	CI820200982	08/18/2017
Calumet Center	CI820201008	05/02/2017
CAO Home	CI630373827	01/17/2017
Cedar Lodge	CI410201030	05/31/2017
Christ Child House	CI820201063	11/30/2016
Christ Child House	CI820201063	09/19/2017
Clarence Fischer Center	CI790363049	03/09/2017
Cook-Claus Home	CI410291061	10/07/2016
Cook-Claus Home	CI410291061	09/27/2017
Crossroads For Youth	CI630201083	07/14/2017
D.A.R.T.	CI410268882	10/25/2016
D.A.R.T.	CI410268882	10/10/2017
Detroit Capstone Academy - North Campus	CI820385349	04/26/2017
Detroit Capstone- Detroit Behavioral Institute	CI820297847	12/19/2016
Don Bosco Hall Behavior Health	CI820252868	05/09/2017
Don Bosco Hall Residential	CI820201096	11/22/2016
Don Bosco Hall Sutton House	CI820237402	10/04/2017
Eagle Village Ashmun Sherk	CI670290156	05/24/2017
Eagle Village Gerber/Putnam	CI670290163	03/17/2017
Eagle Village Leppien House	CI670383652	02/13/2017
Eagle Village/Hainley	CI670290161	02/08/2017
East Campus	CI410298928	05/08/2017
FAFF Place	CI390310942	08/02/2017
Girlstown Loch Rio	CI820201146	01/13/2017
Great Lakes Center for Autism Treatment and Research	CI390318114	01/10/2017
Great Lakes Recovery Center for Youth	CI520345626	03/14/2017

Agency Name	License Number	Inspection Start Date
Hanley House	CI820272452	12/21/2016
Havenwyck Impulse Disorder Program	CI630201167	01/18/2017
Highfields	CI330201171	09/08/2017
Hope, Love and Grace	CI110375714	10/24/2016
House of Providence	CI820338277	08/30/2017
Jamie's House	CI790273145	02/06/2017
Jamie's House	CI790273145	11/17/2017
KidsFirst	CI410305581	06/05/2017
Kiwanis House	CI250201230	01/06/2017
Lakes Area Teach Family Home	CI480201234	04/18/2017
Lakeside	CI390201235	08/16/2017
Let's Talk About It Girls Home II (M/B)	CI390299516	06/29/2017
Let's Talk About It Home For Young Men	CI390311366	07/20/2017
Lincoln Center - Spectrum Juvenile Justice Services	CI820293953	07/25/2017
Maple Lodge Group Home	CI410201278	02/13/2017
Methodist Childrens Home Society	CI820201294	04/03/2017
Mott Childrens Residence	CI250201313	03/21/2017
Muskegon River Pathway of Hope	CI670360853	01/25/2017
Muskegon River Youth Home	CI670201321	05/03/2017
Muskegon River Youth Home- Male	CI670269291	05/03/2017
Muskegon River Youth Home-Female	CI670268597	12/05/2016
New Directions-Farmington Hills	CI630309633	01/19/2017
New Hope Youth Services LLC	CI370377212	01/18/2017
New Hope Youth Services LLC	CI370377212	10/25/2017
Optimist House	CI250309991	07/31/2017
Paul Martin Home For Boys	CI820201362	02/09/2017
Pineview Homes Inc	CI670201366	08/02/2017
Pioneer Work & Learn Center	CI790201367	07/11/2017
Regional Treatment Center-Teaching Family Homes	CI520277293	01/25/2017
Ruth Ellis Intensive Treatment Unit	CI820280490	11/15/2017
Rotary House	CI250201389	03/22/2017
Ruth Ellis Intensive Treatment Unit II	CI820378237	07/12/2017

<b>Agency Name</b>	<b>License Number</b>	<b>Inspection Start Date</b>
South Bluff Teaching Family Home	CI520304229	03/28/2017
Sault Tribe Youth Facility	CE490263787	10/09/2017
St. John's Home Residential DA Blodgett	CI410305582	06/05/2017
St. Louis Center	CI810201428	07/11/2017
St. Vincent Catholic Charities	CI330266746	10/26/2016
St. Vincent Home of Saginaw	CI730201432	05/16/2017
Sunny Crest Youth Ranch-House One	CI230293248	12/06/2016
The Bowman House	CI820201468	02/02/2017
The Professional Home for Youth	CI130288697	01/25/2017
Vassar House - Wolverine Human Services	CI790296492	02/28/2017
Vista Maria Mental Health/Rose Hall	CI820272493	12/15/2016
Vista Maria-Beata Hall (Mental Health)	CI820294390	08/31/2017
Vista Maria Speciality Residential	CI820201488	09/15/2017
West Campus-Wedgewood	CI410337023	07/19/2017
Westview Home	CI630338879	04/07/2017
Wolverine Center	CI820201513	06/21/2017
Wolverine Growth & Recovery Center	CI790268944	03/08/2017
Wolverine Secure Treatment Center	CI730201515	08/28/2017
Zonta House	CI250201521	10/13/2017