

# Foster Care Annual Licensing Review Process

(FY2019 Appropriation Act - Public Act 207 of 2018)

January 15, 2019

***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.***



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

The attached Excel document contains a summary of violations cited during the annual review, which include 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-one annual visits to contracted Child Placing Agencies (CPA) and eighty-seven visits to contracted Child Caring Institutions (CCI).

The consolidated monitoring tools were reviewed and modified during fiscal year 2018 and contain the rule language and hyperlinks to 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 81 ANNUAL VISITS IN FY 2018

Rule Number	Rule Name	Number of Occurrences
<b>Adoption Policy</b>		
ADM 300	Adoption Assessment Addendum	8
ADM 300	Adoption Assessment Time Frames	2
ADM 300	Child Adoption Assessment	1
ADM 330	Overview	2
ADM 330	Quarterly Report	8
ADM 400	Mare Registration	1
ADM 410	Contracted Adoption Agency Orientation	1
ADM 420	Adoptive Parent Training	1
ADM 430	Adoption Application	3
ADM 610	Intent to Adopt	1
ADM 710	Children Without an Identified Adoptive Parent	2
ADM 870	Written Notice of Denial to Adopt	2
ADM 950	Additional Caseworker Visits-Recruited Families	1
ADM 980	Closing Documentation	2
<b>Total Adoption Policy Citations</b>		<b>35</b>
<b>Contract</b>		
CWCC	Contract Attachment 1	1
ILP Program Requirements	Program Requirements	4
TFC 1.2	Referrals, Intake, and Placement Requirements	1
TFC 2.10	Provided Services	2
TFC 2.10	Staff Qualifications and Requirements	1
<b>Total Contract Citations</b>		<b>9</b>
<b>Foster Care Policy</b>		
FOM 722.16	Reporting Requirements	3
FOM 722.3	Placement Selection and Standards	35
FOM 722.5	Case Record	1
FOM 722.6	Case Planning	218
FOM 722.7	Permanency Planning	5
FOM 722.8	Initial Service Plans	47
FOM 722.9	Updated Service Plans	45
FOM 801	Health Services for Foster Children	55
FOM 802	Mental and Behavioral Health Access and Services	3
SRM 103	Supervisor Training	1
FOM 922.1	Fingerprinting	1
SRM 200	Criminal History Information	11
<b>Total Policy Citations</b>		<b>425</b>
<b>Statute</b>		
MCL 722.117	Provisional License	1
MCL 722.120	Confidentiality	6
<b>Total Statute Citations</b>		<b>7</b>

## CHILD PLACING AGENCY CITATIONS FOR 81 ANNUAL VISITS IN FY 2018

Rule Number	Rule Name	Number of Occurrences
<b><u>Implementation, Sustainability, Exit</u></b>		
ISEP 4.11	MiSACWIS	1
ISEP 4.18	Medical, Dental, and Mental Health Services	1
ISEP 4.22	Reporting	28
ISEP 6.10	Seperation of Siblings	2
ISEP 6.12	Maximum Children in Foster Home	8
ISEP 6.16	Relative Foster Parents	5
ISEP 6.17	Relatvie Foster Parent Licensing	3
ISEP 6.18	Relative Foster Parent Licensing, Timeliness	20
ISEP 6.23	Caseload, Supervisors	1
ISEP 6.24	Foster Care Workers	1
ISEP 6.30	Supervisory Oversight	11
ISEP 6.33	Assessments and Service Plans	31
ISEP 6.34	Provisions of Service	1
ISEP 6.40	Visits, Worker-Parent	1
ISEP 6.42	Visits, Sibling	5
ISEP 6.43	Medical and Mental Health Examination	3
ISEP 6.49	Medical Passports	28
<b>Total ISEP Violations</b>		<b>150</b>
<b><u>Rules</u></b>		
R 400.12122		1
R 400.12205	Required Staff	13
R 400.12207	Staff Responsibilities	2
R 400.12209	Orientation and Training	11
R 400.12212	Personnel Records	39
R 400.12306	Application Request	15
R 400.12308	Application Submission	1
R 400.12309	Records Check	5
R 400.12310	Initial Evaluation	7
R 400.12311	Foster Parent/Agency Agreement	14
R 400.12312	Foster Parent Training	21
R 400.12319	Substitute Care Policy	2
R 400.12323	Emergency Policy	1
R 400.12324	Reevaluation	50
R 400.12325	License Recommendation	11
R 400.12326	Borrowed Home	36
R 400.12327	Special Evaluation	59
R 400.12328	Foster Home Record	1
R 400.12403	Policy and Procedures	5
R 400.12404	Placement	14
R 400.12405	Change of Placement	28
R 400.12413	Medical and Dental Care Policy	27
R 400.12417	Foster Parent Information	15

## CHILD PLACING AGENCY CITATIONS FOR 81 ANNUAL VISITS IN FY 2018

Rule Number	Rule Name	Number of Occurrences
R 400.12418	Development of Service Plans	63
R 400.12419	Initial Service Plans	2
R 400.12420	Updated Service Plans	10
R 400.12421	Visitation and Parenting Time	19
R 400.12422	Foster Care Record	11
R 400.12502	Program Statement	7
R 400.12503	Policy and Procedures	8
R 400.12504	Eligibility Requirements	2
R 400.12505	Supervision	9
R 400.12506	Education/Employment/Training	1
R 400.12507	Medical/Dental and Mental Health Care	1
R 400.12509	Independent Living Record	9
R 400.12510	Indepent Living Contract	16
R 400.12511	Termination	6
R 400.12602	Program Statement	3
R 400.12603	Policy and Procedures	4
R 400.12604	Orientation and Application	10
R 400.12605	Adoptive Evaluation	21
R 400.12606	Agency Recommendation	6
R 400.12607	Agency Recommendation	5
R 400.12608	Adoptive Family Evaluation	1
R 400.12708	Child Evaluation	1
R 400.12712	Supervision	1
<b>Total Rule Citations</b>		<b>594</b>
<b>Grand Total Contracted CPA Citations FY 2018</b>		<b>1220</b>

### Child Placing Agency Number of Reviews - FY 18

Agency Name	License Number	Inspection Date
Adoption and Foster Care Specialists, Inc.	CB440295542	01/16/2018
Adoption Option, Inc.	CB560263403	12/20/2017
Bethany Christian Services Inc-Grand Rapids	CB410200976	10/06/2017
Bethany Christian Services Inc-Grand Rapids	CB410200976	08/30/2018
Bethany Christian Services Inc-Holland	CB700200981	08/14/2018
Bethany Christian Services Inc-Madison Heights	CB630200978	11/06/2017
Bethany Christian Services-East Lansing	CB330314400	02/01/2018
Bethany Christian Services-Muskegon	CB610200977	02/18/2018
Bethany Christian Services-Kalamazoo	CB390267474	12/15/2017
Bethany Christian Services-Traverse City	CB280235713	12/09/2017
Catholic Charities of Jackson, Lenawee & Hillsdale	CB460308844	01/25/2018
Catholic Charities of Southeast Michigan	CB630201423	04/02/2018
Catholic Charities West Michigan - GR	CB410245705	12/12/2017
Catholic Charities West Michigan - Muskegon	CB610201023	06/29/2018
Catholic Charities West Michigan - TC	CB280379189	10/18/2017
Catholic Family Services -Bay City	CB090201020	02/07/2018
Catholic Social Services of the Upper Peninsula	CB220201016	08/22/2018
Catholic Social Services Of Washtenaw	CB810201018	06/27/2018
Child & Family Services - Northeast Michigan	CB040201041	11/20/2017
Child & Family Services - Northeast Michigan	CB040201041	07/26/2018
Child & Family Services of Northwestern Michigan	CB280201037	04/19/2018
Child & Family Services of the Upper Peninsula	CB520201043	02/23/2018
Child and Family Charities	CB330201039	07/11/2018
Children's Center Wayne Co	CB820201055	06/06/2018
Community Care Organization	CB820315857	01/11/2018
Community Living Services	CB820201073	02/01/2018
Community Social Services of Wayne County	CB820201024	01/18/2018
DA Blodgett For Children	CB410201088	04/30/2018
Don Bosco Hall Sil Program	CB820201097	02/28/2018
Eagle Village, Inc.	CB670201101	03/20/2018
Ennis Center For Children - Detroit	CB820201107	04/02/2018
Ennis Center For Children - Flint	CB250201108	04/19/2018
Ennis Center for Children - Pontiac	CB630315340	05/15/2018
Ennis Center for Children - Port Huron	CB740315326	02/28/2018
Family & Children Services Inc.	CB390201118	02/26/2018
Family and Community Services-Livingston	CB470382419	05/23/2018
Family and Community Services-Macomb	CB500316267	05/23/2018
Family Service & Children's Aid - Jackson County	CB380201116	06/25/2018
Forever Families	CB820201130	11/06/2017
Fostering Solutions	CB460360419	11/16/2017
Greater Hopes Family Services, Inc.	CB410252631	05/09/2018
Growing Hope Through Love	CB470366531	08/10/2018
Guiding Harbor	CB820201144	05/14/2018

### Child Placing Agency Number of Reviews - FY 18

Agency Name	License Number	Inspection Date
Hands Across The Water	CB810201161	06/29/2018
Holy Cross Children's Services -Mid-Michigan CB	CB730200994	04/09/2018
Holy Cross Services - Northern Michigan CB	CB280200990	01/29/2018
Homes For Black Children	CB820201177	01/23/2018
Judson CPA	CB820201212	06/25/2018
Listening Ear Crisis Center	CB370201248	05/14/2018
Livingston Co. Catholic Charities	CB470313744	10/02/2017
Livingston Co. Catholic Charities	CB470313744	09/11/2018
Lutheran Adoption Service	CB330361250	03/08/2018
Lutheran Adoption Service	CB630201258	03/09/2018
Lutheran Social Services of Wisconsin and Upper Mi	CB520245339	06/26/2018
Methodist Children's Home Society	CB820201295	01/04/2018
New Light Child & Family Institute	CB790290893	11/09/2017
Oakland Family Services	CB630201335	06/19/2018
Open Door Family Services DBA	CB380356643	10/03/2017
Orchards Childrens Services	CB630201342	01/31/2018
Pathways of Arbor Circle	CB700201042	11/30/2017
Pathways of Arbor Circle	CB700201042	06/24/2018
REAL Independent Living Program	CB820301011	02/21/2018
Samaritas - West	CB410201266	08/24/2018
Samaritas - MID MI	CB380201255	06/12/2018
Samaritas - Southwest	CB390258392	05/04/2018
Spectrum Human Services Independent Living	CB820252473	04/11/2018
St Vincent Catholic Charities-Child Welfare	CB330201019	03/26/2018
Transitional Living Program	CB820201475	10/30/2017
Transitional Living Program	CB820201475	09/17/2018
U.P. KIDS	CB310282171	08/01/2018
Upper Peninsula Family Solutions	CB520304693	04/24/2018
Vista Maria Foster Care	CB820201485	11/27/2017
Wayne Center	CB820201505	06/19/2018
Wellspring Lutheran Services Bay City	CB090201254	11/15/2017
Wellspring Lutheran Services Gaylord	CB690358779	02/14/2018
Wellspring Lutheran Services Kentwood	CB410201260	06/23/2018
Wellspring Lutheran Services Oak Park	CB630201261	06/28/2018
West MI Partnership for Children	CB410381414	10/24/2017
West MI Partnership for Children	CB410381414	05/18/2018
Wolverine Human Services Aftercare	CB820201514	10/19/2017
Youth Guidance Foster Care	CB130201519	04/12/2018

**CHILD CARING INSTITUTION CITATIONS FOR 87 ANNUAL VISITS IN FY 2018**

<b>Rule Number</b>	<b>Rule Name</b>	<b>Number of Occurrences</b>
<b><u>Policy</u></b>		
FOM 722.15	Case Closing	2
FOM 903.9	Case Service Payments	1
FOM 912.5	Release Procedures	2
<b>Total Policy Citations</b>		<b>5</b>
<b><u>Implementation, Sustainability, and Exit Plan</u></b>		
ISEP 6.15	Residential Placements	1
ISEP 6.54	Psychotropic Medication	1
<b>Total ISEP Citations</b>		<b>2</b>
<b><u>Statute</u></b>		
MCL 722.112d	Personal Restraint or Seclusion Use	4
MCL 722.112e	Personal Restraint or Seclusion Documentation	2
<b>Total Statute Citations</b>		<b>6</b>
<b><u>Rules</u></b>		
R 400.4109	Program Statement	2
R 400.4111	Job Description	9
R 400.4113	Employee Records	100
R 400.4114	Tuberculosis Screening for Employees and Volunteers	27
R 400.4115	First Aid	2
R 400.4116	Chief Administrator; Responsibilities	7
R 400.4119	Social Service Worker Qualifications	1
R 400.4120	Supervisor of Direct Care Workers Qualifications	2
R 400.4121	Direct Care Worker; Qualifications	1
R 400.4122	Resident and Parent Visitation	1
R 400.4123	Education	1
R 400.4125	Personal Possessions and Money; Clothing ; Storage Space	1
R 400.4127	Staff to Resident Ratio	2
R 400.4128	Initial Staff Orientation and Ongoing Staff Training	22
R 400.4132	Grievance Procedures	2
R 400.4133	Institutional Care Age 6 and Under	1
R 400.4138	Bedding	4
R 400.4139	Driver's License	1
R 400.4142	Health Services	2
R 400.4144	Education/Admission Health Screening; Physical Examinations	8
R 400.4146	Personal Possessions and Money; Immunizations	3
R 400.4147	Clothing/Dental Care	10
R 400.4148	Personal Hygiene	1
R 400.4150	Incident Reporting	2
R 400.4152	Behavior Management Rooms; Policies and Procedures/Initial Documents	25
R 400.4155	Initial Treatment Plan	44
R 400.4156	Updated Treatment Plan	54
R 400.4160	Seclusion Rooms	1
R 400.4166	Discharge Plan	22
R 400.4167	Case Record Maintenance	3
R 400.4407	Facility and Premises Maintenance	11
R 400.4414	Water Supply	1
R 400.4417	Toilet and Bathing Facilities	1
R 400.4420	Food Service Facilities, Equipment, and Procedures	2
R 400.4428	Sewage Disposal	2
R 400.4431	Heating Equipment	1



**CHILD CARING INSTITUTION CITATIONS FOR 87 ANNUAL VISITS IN FY 2018**

<b>Rule Number</b>	<b>Rule Name</b>	<b>Number of Occurrences</b>
R 400.4505	Plans and Specifications	1
R 400.4506	Fire Drills and Telephone	1
R 400.4522	Fire Protection	1
R 400.4524	Fire Detection; Large Facilities	1
R 400.4527	Sprinkler System	1
R 400.4535	Fire Alarm	2
R 400.4543	Doors	2
R 400.4552	Heating Devices	2
R 400.4557	Storage Rooms	1
R 400.4606	Evacuation Training and Telephone	2
R 400.4612	Combustible Materials	2
R 400.4620	Interior Finish	1
R 400.4623	Smoke Detection Equipment	3
R 400.4632	Fire Extinguishers	1
R 400.4635	Fire Alarm Systems	2
R 400.4638	Means of Egress	2
R 400.4643	Doors	1
R 400.4652	Heating Devices	3
<b>Total Rule Citations</b>		<b>408</b>
<b><u>Residential Contract Violations</u></b>		
RFCAN Contractor Responsibilites		7
RFCAN Education		2
RFCAN Family Team Meetings		4
RFCAN Individual or Group Therapy Counseling		1
RFCAN Planned Discharge		1
RFCAN Reporting		3
RFCAN Restraint and Seclusion Reporting in		2
RFCAN Staff Training		5
RFCAN Staffing		1
RFCAN Standardized Assessment Tools		5
RFCAN Transitional Service With The Child		19
RFCAN Wardrobe		8
RFCJJ 2.10 MiSACWIS Reporting		4
RFCJJ Annual Trauma Focused Training		1
RFCJJ AWOLP/Escape Procedures		4
RFCJJ Contractor Responsibilites		28
RFCJJ Education		2
RFCJJ JJAU and Placement Request		1
RFCJJ PREA Compliance Training		1
RFCJJ Psychotropic Medication-Informed		1
RFCJJ Reporting		1
RFCJJ Standardized Assessment Tools		1
RFCJJ Transitional Services After Placement		7
RFCJJ Wardrobe		3
SHFC Referral and Intake		3
SHFC Staffing		3
<b>Total Contract Violations</b>		<b>118</b>
<b>Grand Total Contracted CCI Citations FY 2018</b>		<b>539</b>

## Annual Child Caring Institution Reviews - FY 2018

Agency Name	License Number	Inspection Date
Angel House	CI330263425	08/14/2018
Bethany Christian Services Inc/Grand Rapids	CI410200975	06/11/2018
Betsy's Place Kingston	CI790301588	07/25/2018
Betsy's Place LLC	CI790346871	03/06/2018
Beverly House	CI820200982	07/23/2018
Boys to Men Group Home	CI390306899	12/06/2017
Calumet Center	CI820201008	04/11/2018
CAO Home	CI630373827	12/08/2017
Cedar Creek Teaching Family Home	CI520283194	10/24/2017
Cedar Lodge	CI410201030	12/18/2017
Cedar Lodge	CI410201030	05/08/2018
Clarence Fischer Center	CI790363049	05/07/2018
Crossroads For Youth	CI630201083	06/18/2018
D.A.R.T.	CI410268882	10/10/2017
D.A.R.T.	CI410268882	09/24/2018
Delaware Home	CI630312667	12/08/2017
Detroit Capstone- Detroit Behavioral Institute	CI820297847	12/15/2017
Don Bosco Hall Residential	CI820201096	12/13/2017
Don Bosco Hall Sutton House	CI820237402	10/04/2017
Eagle Village Ashmun Sherk	CI670290156	03/22/2018
Eagle Village Gerber/Putnam	CI670290163	02/01/2018
Eagle Village Intervention Center	CI670201100	05/22/2018
Eagle Village Leppien House	CI670383652	02/28/2018
Eagle Village/Hainley	CI670290161	02/06/2018
Elizabeth Davenport Shelter	CI820311484	02/02/2018
FAFF Place	CI390310942	06/27/2018
Girlstown Loch Rio	CI820201146	02/13/2018
Great Lakes Center for Autism Treatment and Research	CI390318114	03/15/2018
Great Lakes Recovery Center for Youth	CI520345626	03/07/2018
Hanley House	CI820272452	02/26/2018
Havenwyck Impulse Disorder Program	CI630201167	11/16/2017
Highfields	CI330201171	08/21/2018
House of Providence	CI820338277	06/05/2018
Indian River Teaching Family Home	CI520283196	10/24/2017
Jamie's House	CI790273145	11/17/2017
Kentwood Campus	CI410201226	03/12/2018
KidsFirst	CI410305581	05/14/2018
Kiwanis House	CI250201230	01/23/2018
Lakes Area Teach Family Home	CI480201234	06/12/2018
Lakeside	CI390201235	09/24/2018
Let's Talk About It Girls Home II (M/B)	CI390299516	07/20/2018
Let's Talk About It Home For Young Men	CI390311366	06/26/2018

## Annual Child Caring Institution Reviews - FY 2018

Agency Name	License Number	Inspection Date
Lincoln Center - Spectrum Juvenile Justice Services	CI820293953	06/27/2018
Maple Lodge Group Home	CI410201278	01/17/2018
Martin Luther King House	CI500201284	10/12/2017
Martin Luther King House	CI500201284	07/19/2018
Methodist Childrens Home Society	CI820201294	02/02/2018
Mott Childrens Residence	CI250201313	03/08/2018
Muskegon River Pathway of Hope	CI670360853	03/28/2018
Muskegon River Youth Home	CI670201321	03/07/2018
Muskegon River Youth Home- Male	CI670269291	06/14/2018
Muskegon River Youth Home-Female	CI670268597	11/13/2017
New Directions-Farmington Hills	CI630309633	03/07/2018
New Hope Youth Services LLC	CI370377212	10/25/2017
North Point Home, LLC	CI690389560	07/06/2018
Optimist House	CI250309991	05/07/2018
Paul Martin Home For Boys	CI820201362	02/21/2018
Pineview Homes Inc	CI670201366	05/10/2018
Pioneer Work & Learn Center	CI790201367	06/04/2018
Pioneer Work & Learn Center	CI790201367	06/04/2018
Regional Treatment Center-Teaching Family Homes	CI520277293	01/09/2018
Rotary House	CI250201389	03/08/2018
Ruth Ellis Intensive Treatment Unit	CI820280490	11/15/2017
Ruth Ellis Intensive Treatment Unit	CI820280490	09/06/2018
Ruth Ellis Intensive Treatment Unit II	CI820378237	05/24/2018
South Bluff Teaching Family Home	CI520304229	03/13/2018
St. John's Home Residential DA Blodgett	CI410305582	05/14/2018
St. Louis Center	CI810201428	05/31/2018
St. Vincent Catholic Charities	CI330266746	11/07/2017
St. Vincent Home of Saginaw	CI730201432	08/14/2018
Starr Commonwealth	CI130201440	08/13/2018
Sumpter House	CI820308026	09/13/2018
Sunny Crest Youth Ranch-House One	CI230293248	11/01/2017
The Bowman House	CI820201468	11/28/2017
The Professional Home for Youth	CI130288697	12/05/2017
Vassar House - Wolverine Human Services	CI790296492	02/20/2018
Vista Maria Mental Health/Rose Hall	CI820272493	01/16/2018
Vista Maria Open Residential	CI820201487	11/08/2017
Vista Maria-Beata Hall (Mental Health)	CI820294390	08/02/2018
West Campus-Wedgewood	CI410337023	08/01/2018
Westview Home	CI630338879	03/09/2018
Wolverine Center	CI820201513	08/20/2018
Wolverine Growth & Recovery Center	CI790268944	04/02/2018
Wolverine Secure Treatment Center	CI730201515	09/24/2018

## Annual Child Caring Institution Reviews - FY 2018

Agency Name	License Number	Inspection Date
Zonta House	CI250201521	10/13/2017
Zonta House	CI250201521	07/05/2018