



Licensed Child Caring Agency Unannounced Site Visit Report

Licensee: Youth Empowerment Shelter

Executive/Program Director: Isiah Snyder (Interim)

Date of Unannounced: November 12, 2021

Licensing Coordinator: Holly Ivey

Other Regulatory or Accrediting Agencies: Child Welfare, Treatment Services

Purpose: Per OAR 413-215-0101 (1) (b) Children’s Care Licensing is required to perform at least one unannounced site visit a year where children in care reside.

Previous Findings	Repeat Findings Further Action Needed	Comments
<p>Initial Training (Must be completed before staff is alone with youth) 413-215-0726 (1) (f) Sanitation procedures REPEAT FINDING SINCE 2018 (i) CPR and First Aid. REPEAT FINDING SINCE 2016</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	<p>Initial Training (Must be completed before staff is alone with youth) 413-215-0726 (1) (f) Sanitation procedures REPEAT FINDING SINCE 2018 (i) CPR and First Aid. REPEAT FINDING SINCE 2016</p> <ul style="list-style-type: none"> At the unannounced inspection, documents were in a locked file cabinet and record were not able to be reviewed. On 11.23.2021, Holly Ivey, Licensing Coordinator, received verification of initial trainings of CPR and Sanitation Procedure from Isaiah Snyder, Interim Director. The agency was found to be in compliance with the rule requirement.
<p>Service Planning 413-215-0741(2)(g) & 413-215-0736(2)(a) Includes family, staff & other interested parties</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>Service Planning 413-215-0741(2)(g) & 413-215-0736(2)(a) Includes family, staff & other interested parties</p> <ul style="list-style-type: none"> On 11.23.2021, Holly Ivey, Licensing Coordinator, received a sample of client service plans from Isaiah Snyder, Interim Director, as records were locked at the time of the unannounced inspection. The service plans reviewed did not verify participation as the signature lines for participation were left blank. The program may want to consider including a space on the service plan to document efforts made to include families in service planning or the reasons why families were not included. REPEAT FINDING

Service Planning 413-215-0741(2)(g) (2)(b) Monthly review	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Service Planning 413-215-0741(2)(g) (2)(b) Monthly review <ul style="list-style-type: none"> On 11.23.2021, Holly Ivey, Licensing Coordinator, received a sample of client service plans from Isaiah Snyder, Interim Director, as records were locked at the time of the unannounced inspection. The sample of services plans reviewed did not consistently verify that monthly reviews were occurring as there were months missing in some of the client records. REPEAT FINDING
Required Documents to be submitted to Licensing: <ul style="list-style-type: none"> An application Certificate of Occupancy 2019, 2020 Budgets approved by the Board of Directors Current Balance Sheet or other current financial statement that shows Youth Empowerment Shelter's assets and liabilities The Policies listed on the Homeless/Runaway/Transitional Youth Shelters required policies list 	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Required Documents to be submitted to Licensing: An application Certificate of Occupancy 2019, 2020 Budgets approved by the Board of Directors Current Balance Sheet or other current financial statement that shows Youth Empowerment Shelter's assets and liabilities The Policies listed on the Homeless/Runaway/Transitional Youth Shelters required policies list <ul style="list-style-type: none"> The required documents were previously sent to Holly Ivey, Licensing Coordinator, with the Plan of Correction from the November 2020, Licensing Review. Nothing further is required of the agency regarding this past finding.

New Findings from Site Visit	Comments
N/A	

Interview Summary
Holly Ivey, Licensing Coordinator, was assisted by Lisa Fuller, Account Manager, in conducting the walk through of the facility. The walk through consisted of all areas of the facility that children have access. There were no children in the facility as the program has been closed since August 2021. The agency has gone through some staffing changes to include the Executive Director leaving her position in October.

Observations

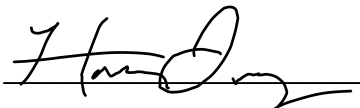
The facility was observed to be clean and in good repair.

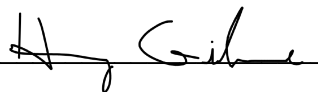
Corrective Actions and Timeframes:

Please submit the following to verify compliance.

Within 45 days of receipt of this report **Youth Empowerment Shelter** must submit a letter of verification indicating the agency is in compliance with the specific rules cited above and describing how compliance will be maintained going forward. Along with the letter of verification, the agency must submit any and all specific documentation requested in the body of this report. The letter of verification and any additional requested documents can be emailed directly to Holly.r.ivey@state.or.us or sent by regular mail to the following address:

Department of Human Services
Children's Care Licensing Program
Attn: Holly Ivey, Licensing Coordinator
201 High St. SE Suite 500
Salem, OR 97301

Licensing Coordinator's Signature:  Date: 12-4-2021

Manager Review:  Date: 12-2-2021