

April 20, 2009

Office of Juvenile Oversight
500 N Broadway Ave Suite 300
Oklahoma City OK 73102

This letter is in response to the Office of Juvenile System Oversight visit on September 19th, 2008

Anthony Kibble and Jennifer Cook were very professional as they came to visit the campus. At the exit interview they made two suggestions on how we could improve our files. I was shocked when the suggestions were listed as violations in the letter I received on October 6th, 2008.

Response to:

Violations #1 (Suggestion). There was no doubt that the personnel had the necessary training as it was documented in their personal file. The suggestion was to include another documentation that backed up the documentation already in the file. How many times do you have to document something in the file? The documentation that is in the personal file has been reviewed by DHS licensing and by the DHS Continued Quality Improvement unit of the Children's and Family Services Office the last three years without any questions. We did however incorporate their suggestion into our system.

Response to violation #2 (Suggestion). The year the medication was given was not clear on the forms.

Once again the form has been reviewed by DHS Licensing and DHS Continued Quality Improvement unit of the Children's and Family Services Office and each was capable of deciphering which year the medication was given. There was no doubt that the medicine was given correctly and in the appropriate year. We have taken the suggestions as the year is written clearly on the medication log.

I do not appreciate suggestions being made in the exit interview being changed to violations as well as saying that items were not documented when they were clearly documented in our files.

Response to violation # 3

Mold in the shower rooms in the Milburn Cottage. The mold has been eliminated.

Sincerely
Art Brown

Administrator
Baptist Home for Girls