

March 1, 2010

Susan Case, Programs Manager  
Residential and Agency Licensing  
OKDHS division of Oklahoma Child Care Services  
Fifth Floor North, Location 1317  
Oklahoma City, Oklahoma 73105

Dear Ms. Case:

Thank you for your prompt response dated February 19, 2010, regarding the Office of Juvenile System Oversight (OJSO) recommendation to the Oklahoma Department of Human Services division of Oklahoma Child Care Services (OCCS) regarding annual food service and fire inspections of the Cedar Canyon Adventure Program. The OJSO recommendation to the OCCS was to consider allowing the Cedar Canyon program itself to request and schedule the inspections conducted by the health department and the state fire marshal's office.

The OJSO requests further clarification as to whether or not the facility is permitted to request its own health department inspections. It is the OJSO understanding that Cedar Canyon administration has been advised that OCCS must request the health department inspection for the Cedar Canyon program. In the OCCS response, you state that the OKDHS contracts with the state health department "to conduct annual food service inspections to certain residential child care programs". Further, you state in the OCCS response that part of the contract agreement is for the "OKDHS to provide a request for inspections for these facilities" and that the agreement "does not allow for a facility to make their own request for a food service inspection directly to the health department". However, you also state in the OCCS response that "it is not the requirement of the Oklahoma Department of Human Services that dictates who is and is not allowed to request a fire or health inspection".

Based on the OCCS response, the OJSO believes that the following question remains:

1. Does the OKDHS OCCS or the Cedar Canyon Adventure Program contact the Oklahoma State Department of Health to request an annual food service inspection?

Depending on the answer to the above question, the OJSO believes that one or the other following question remains:

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1. Is there an arrangement between the Oklahoma State Department of Health and the OKDHS OCCS for the health department to conduct an annual inspection automatically when due, at the Cedar Canyon program? The food service inspections have lapsed at Cedar Canyon the past two years, and therefore, if there is an arrangement, what is the process?
2. If the Cedar Canyon Adventure Program is to notify the Oklahoma State Department of Health when an annual food service inspection is due, does the facility notify the OCCS worker, and, in turn, the OCCS makes a request to the state health department for an inspection? If not, what is the protocol?

Regarding the annual fire inspections for the Cedar Canyon program, it is the OJSO understanding from the OCCS response that the facility itself can make a request to the state fire marshal's office for an annual fire inspection, and that the state fire marshal's office may allow a local fire department to inspect, but that there is the possibility that a local fire department may require the OKDHS to request the inspection.

It is the OJSO intent to be a resource to facilities such as in this case to ensure that fire and food service inspections do not lapse. The OJSO is available for a meeting to discuss this issue if you are agreeable.

The OJSO thanks you in advance for your attention to our request for further clarification.

Sincerely,

Dana S. Holden  
Oversight Specialist

DSH:JS

Enclosures