

**OKLAHOMA COMMISSION ON CHILDREN AND YOUTH
OFFICE OF JUVENILE SYSTEM OVERSIGHT**

Name and Location of Facility: J. Roy Dunning Children's Shelter
Lawton, Oklahoma

Date of Visit: June 26, 2006

Oversight Reviewer: Dana S. Holden, Oversight Specialist

Purpose of Visit: Announced Visit

Date: October 4, 2006

General Information

The Office of Juvenile System Oversight (OJSO) conducted an announced visit to the J. Roy Dunning Children's Shelter on June 26, 2006. The purpose of the visit was to assess compliance with established responsibilities and facility policy and procedures. The facility was licensed by the Division of Child Care of the Department of Human Services (DHS) for twenty-four residents. On the day of the OJSO visit, the census was seven.

Interviews Conducted

- Entry interview and exit conference with the facility Director
- Two direct care staff
- Two residents

Documentation Reviewed

- Most recent inspection reports by the Oklahoma State Department of Health, the Office of the Oklahoma State Fire Marshal, and the DHS Division of Child Care
- Staff roster
- List of residents
- Two staff files
- Files on three residents

Areas Toured

- Entire facility

Overview

File Reviews

The files on three residents were reviewed. Two files did not contain immunization records; however, the OJSO noted that residents' lengths of stay in the shelter were usually less than a week. The facility Director explained that the short lengths of stay made it sometimes difficult to obtain the required paper work on the residents before discharge. The files were complete and well-organized, with the one exception noted.

Two personnel files were reviewed. The files were orderly and complete. No areas of concern were noted.

Interviews Conducted

Two residents under the age of ten were interviewed. Neither interviewee was able to describe the grievance process; however, the OJSO attributed this to the children's inability to understand the process, due to their ages. The facility Director stated that the grievance procedures were explained to residents during admittance into the facility. No concerns were noted from the resident interviews, with the one exception noted.

Two direct care staff members were interviewed. No concerns were noted from the staff interviews.

Observational Tour

A tour of the facility was conducted. On the day of the OJSO visit, the facility was clean and well-maintained. No concerns were noted during the tour.

Summary

During the OJSO's visit, the facility was in compliance with established responsibilities. The staff demonstrated appropriate care to meet the residents' needs.

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