

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

Name and Location of Facility: Lawton Adventure Program
Lawton, Oklahoma

Date of Visit: April 6, 2009

Oversight Reviewer: Dana S. Holden, Oversight Specialist

Subject: First Biannual Visit, 2009

Date: June 2, 2009

Introduction

The Office of Juvenile System Oversight (OJSO) conducted an unannounced visit at the Lawton Adventure Program on April 6, 2009. The purpose of the visit was to conduct a focused assessment in the areas of grievance resolution, medication administration, employee training, and critical incident reporting that had occurred since the last OJSO visit in 2008. The Office of Juvenile Affairs (OJA) contracted with Southwestern Oklahoma State University for the operation of the program, which serves OJA-custody males. The program was licensed for sixteen residents by the division of Oklahoma Child Care Services (OCCS) of the Oklahoma Department of Human Services (DHS). On the day of the OJSO visit, the census was sixteen.

Persons Interviewed

- Entry interview with the administrative assistant
- One resident

Documents Reviewed

- Grievance log and the resident grievances filed from January 2009 through March 2009
- Nine resident medication administration records (MARs)
- OKDHS Office of Client Advocacy (OCA) investigative reports for 2009
- Facility critical incident reports for January 2009 through March 2009
- Facility caretaker conduct review (CCR) reports for 2009
- Ten employee training records
- OKDHS OCCS Residential Child Care Facility inspection report dated January 22, 2009

Findings

File Reviews

The OJSO reviewed the grievance log and the resident grievances filed from January 1, 2009, through March 31, 2009. The OJSO noted:

- The grievance form for a grievance filed in January 2009 was not properly completed by the resident or staff.
- The grievance form for a grievance filed on March 13, 2009, was not properly completed by the resident or staff.

No other concerns were noted from the review of the grievance log and the resident grievances.

The OJSO reviewed nine resident MARs. The OJSO noted that documentation indicated:

- Staff did not administer medication to a resident as prescribed.
- Staff did not reorder a resident's prescribed medication in time to receive the refill before the last dosage was dispensed; the medication was not refilled for approximately thirteen days.
- Two doses of pain medication for a resident were missing.

No other concerns were noted from the MARs reviewed.

The OJSO requested copies of all OCA investigative reports and CCR reports for the time frame of January 1, 2009, through March 31, 2009. The OJSO also reviewed the facility critical incident reports for the time frame of January 1, 2009, through April 6, 2009. The OJSO was advised that no referrals had been made during that time frame. No concerns were noted from the incident reports reviewed.

The OJSO reviewed ten employee training records for January 1, 2008, through December 31, 2008. The OJSO noted:

- Three full-time and one part-time staff had not received the required hours of annual training for 2008.
- Six staff had not maintained current certification in cardiopulmonary resuscitation (CPR).
- Two staff had not maintained current training in first aid.

No other concerns were noted from the employee training records reviewed.

The OJSO reviewed the most recent OKDHS licensing unit inspection report. The deficiencies cited in the licensing unit report were that some employees were not

certified in first aid and CPR and some employees had not received the required hours of annual training. The licensing unit report did not note any other areas of concern regarding employee training.

Areas of Concern

1. Documentation indicated that staff had not administered pain medication to a resident as prescribed.
2. Documentation indicated that staff did not reorder a resident's medication in time to receive the refill before the last dosage was dispensed; the medication was not refilled for approximately thirteen days.
3. Documentation indicated that two doses of pain medication for a resident were missing; the documentation did not account for the missing medication. On April 7, 2009, the day after the OJSO visit, the facility director advised that he had reported the missing medication to the OKDHS OCA.

Violations

1. Grievance forms were not properly completed or resolved. OJA policy, OAC 377:3-1-30, Grievance procedures for institutions, group homes, and contract facilities, (b), Institutions, in part, states, "The assigned staff shall review each grievance and attempt to resolve the grievance with the juvenile. If the grievance is not resolved in three working days, the juvenile may appeal to the supervisor or facility administrator who will have an additional five working days in which to attempt resolution. The grievance shall be resolved within seven working days."
2. Three full-time and one part-time staff had not received the required hours of annual training. OKDHS Licensing Requirements for Residential Child Care Facilities, OAC 340:110-3-153.1, Personnel, (m), Staff training, (3), Training for child care staff, (A), in part, states, "Full-time child care staff obtain a minimum of 24 clock hours per calendar year of staff development courses." At the same cite, paragraph (B), states, "Part-time child care staff obtain a minimum of 12 clock hours per calendar year of staff development courses."
3. Of the ten staff whose training records were reviewed, six had not maintained current certification in CPR and two had not maintained current training in first aid. OKDHS Licensing Requirements for Child Care Facilities, OAC 340:110-3-153.1, Personnel, (m), Staff training, (3), Training for child care staff, (E), states, "Within 90 days of employment, all child care staff complete training in first aid and cardiopulmonary resuscitation (CPR) . . . Child care staff maintain current training in CPR and first aid thereafter."

DSH:js

