

# LeFlore County Youth Services, Inc.

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Celebrating 35 Years of Service to Children and Families

30 July 2009

Oklahoma Commission On Children And Youth  
Office Of Juvenile System Oversight  
500 North Broadway, Suite 300  
Oklahoma City, Oklahoma 73102

Attn: Ms. Sara Vincent-Spain  
Oversight Specialist

Ms. Vincent-Spain:

Pursuant to your visit of 05 December 2008 and the subsequent report received 16 March 2009, I write to say thank you for providing the information contained therein.

Pursuant to the violations section of the document, you reference a lack of training hours for apparently shelter staff as it is indicated as 24 hours and our research of all shelter staff files contains the required number of hours. However, we will monitor the training hours with much more scrutiny. We have been keeping records based on fiscal year and not on calendar year. We are now maintaining both fiscal and calendar years.

The citing of a violation in terms of immunizations records, I researched the latest copy of Licensing Requirements for Residential Child Care Facilities (ours dated 05 June 2006 – last one provided) and note in your citing, OKDHS Licensing Requirements For Child Care Facilities, OAC 340:110-3-154, Social services, (e), Resident's records, (1) (D), states in part "The record includes ..... medical records". I find no mention of a requirement that immunization records are required to be a part of the medical records section. Further, when contacted for possible shelter care we inform the referring agency/parent/guardian of the need for immunization records for possible school enrollment. In most cases those are not produced at the time of shelter placement. Are we to deny shelter access until such documents are produced? We have taken the measure of developing a form that will be part of our intake process that will state whether the immunization records are provided or not.



CARF Accreditation 2007  
Outpatient Treatment  
Mental Health  
Children and Adolescents

In the summary section of the report you note that LeFlore County Youth Services, Inc. you state that we need to develop a signature page that verifies that we provided a document for the resident and the parents have been provided copies of the facilities information. I am concerned this was listed as a concern as we have for the past six years provided to every client at intake a New Client Information Packet that is twenty-four pages in length and explains everything about the agency and the last page is a signature page where the client signs that he/she has received a copy of the Notice Of Privacy Practices and then a separate signature to verify the receipt of the New Client Orientation Packet. I feel this document is very sufficient to meet the item you indicated that was not available.

I am further concerned that pursuant to your visit of 05 December 2008 and subsequent report received this agency 16 March 2009, LeFlore County Youth Services, Inc. was visited by the Oklahoma Association of Youth Services, Inc. Peer Review on 05 February 2009 and that report issued some five days later indicated no findings that required response. Further, the Office of Juvenile Affairs On-Site was conducted on 13 February 2009 and those findings issued, indicate no items requiring response.

I thank you for your review of this agency and we will take the necessary steps as always to comply with all state and federal regulations.

If we may be of service to you please contact me at (918) 647-4196.

Yours In Service To Children And Families,

Richard F. Couri, M.Ed.  
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