



OKLAHOMA DEPARTMENT OF HUMAN SERVICES

Pauline E. Mayer Shelter
5909 N. Classen Court
Oklahoma City, OK 73118



March 1, 2010

OCCY
1111 N. Lee Avenue, Suite 500
Oklahoma City, OK 73103

Attention: Janice Sharp

Dear Ms. Sharp,

This letter is in response to your oversight visit at the Pauline E. Mayer Shelter Group Home. There were 4 areas of concern noted.

1. All Group Home staff is trained annually in mistreatment policy and their responsibility to report any allegation of abuse and/or neglect.
2. All residents of the Group Home are staffed monthly as to service plan goals, progress and any needed revisions in the plan. The residents sign the reviews.
3. It is the responsibility of staff to review daily any incident reports and/or restrictions. Signing or initialing them daily documents this.
4. The alleged neglect incident has not been reported, to OCA as we do not know what the allegation is.

The report noted 5 violations:

1. The residents will sign the service plan within 30 days of admission. This has been reintegrated with the Group Home social worker.
2. The service plan will include the participants' signatures and an explanation for non participation by some.
3. The service plan review will include a progress evaluation. This has been discussed with the Group Home social worker.
4. Once again more specifics are needed to respond to this. All allegations of caretaker misconduct are reposted promptly.
5. Medication procedures have been reviewed with staff.

We hope to work in a collaborative effort with OCCY to insure our residents the most nurturing, safe environment.

Yours,

Anne Baker, I/C Programs Administrator

Cc: Gary Miller
Anna Looper

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