

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

Name and Location of Facility: Payne County Youth Services, Inc.
Emergency Youth Shelter
Stillwater, Oklahoma

Date of Visit: October 5, 2006

OJSO Reviewer: Sara Vincent-Spain, Oversight Specialist

Subject of Visit: Oversight Visit

Date: November 28, 2006

General Information

The Office of Juvenile System Oversight (OJSO) conducted an announced visit on October 5, 2006, to the Payne County Youth Services' emergency children's shelter, located in Stillwater, Oklahoma. The purpose of the visit was to assess compliance with established responsibilities and facility policy and procedures. The shelter was licensed for seventeen children by the Division of Child Care of the Department of Human Services (DHS). Children in state custody and private placements were accepted for admittance into the shelter. On the day of the OJSO visit, the census was two.

Persons Interviewed

- Entry interview and exit conference with the executive director
- One direct care staff member
- One juvenile

Documents Reviewed

- Three personnel files
- Files on three juveniles (two current residents and one former resident)
- Stillwater Fire Department inspection report, dated March 8, 2005
- DHS Division of Child Care inspection report, dated October 2, 2006
- Oklahoma State Department of Health inspection report, dated February 22, 2006

Areas Toured

- Resident rooms
- Bathrooms
- Kitchen area
- Common area

Overview

Interviews

The OJSO interviewed one direct care staff member and one resident. The interview questions pertained to the interviewees' perceptions of safety, shelter program services, the rights of residents, discipline practices, and other residential issues. No issues of concern were noted from the staff and resident interviews.

File Reviews

Three personnel files and the files on two current residents and one former resident were reviewed for compliance with DHS licensing standards. No issues of concern were noted from the personnel and resident file reviews.

Exit Conference

Appreciation was expressed for acting on an OJSO's recommendation to document when medication was refused or missed due to a resident being absent from the facility. In the exit conference, the OJSO recommended:

- document requests for residents' immunization records;
- remove the graffiti from the furniture in the resident rooms; and
- ensure newly hired staff receive behavioral management training within thirty days of their employment.

Summary

On the day of the OJSO visit, the facility was clean and well-maintained, with the one exception noted regarding graffiti. The interactions observed between the staff and the residents were appropriate. The staff demonstrated a desire to meet the needs of the residents and a willingness to provide a safe environment.

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