

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

Name and Location of Facility: Tenkiller Adventure Program
Park Hill, Oklahoma

Date of Visit: December 2, 2009

Oversight Reviewer: Harold Jergenson, Oversight Specialist

Focus of Visit: Second Biannual Visit, 2009

Date: March 9, 2010

Introduction

The Office of Juvenile System Oversight (OJSO) conducted an unannounced visit on December 2, 2009, at the Tenkiller Adventure Program (TAP), located in Park Hill. The purpose of the visit was to assess compliance with established responsibilities and facility policy and procedures. The Office of Juvenile Affairs (OJA) contracted with the Southwestern Oklahoma State University for the operation of the program to serve OJA-custody males. The TAP was licensed for eighteen male residents by the division of Oklahoma Child Care Services (OCCS) of the Oklahoma Department of Human Services (OKDHS). On the day of the OJSO visit, the census was eighteen.

Interviews Conducted

- Entry interview and an exit conference with the program director
- Five residents
- Two direct care staff

Documents Reviewed

- Census for the facility, including review of the residents' birth dates and admission dates
- OKDHS OCCS Residential Child Care Facility Inspection report dated November 19, 2009
- Office of the Oklahoma State Fire Marshal report dated June 2, 2009
- Oklahoma State Department of Health Food Inspection report dated February 25, 2009
- OJA Office of Public Integrity (OPI) Annual Group Home Assessment dated June 17, 2009
- Five personnel files
- Five employee training records
- Five resident files

Findings

Resident Interviews

The OJSO interviewed five residents. The interview questions pertained to resident perceptions regarding safety, program services, resident rights, and discipline practices. No concerns were noted from the interviews.

Staff Interviews

The OJSO interviewed two direct care staff. No concerns were noted from the interviews.

Resident File Review

Five resident files were reviewed. The OJSO noted:

- Two resident files did not contain a signed grievance rights statement by the residents.
- One resident's ninety day service plan review did not contain documentation (the parent or legal guardian's signature) that the parent or legal guardian had participated in the review, nor was there documentation for non-participation of the parent or legal guardian.

No other concerns were noted from the resident file reviews

Personnel File Review

Five personnel files were reviewed. The OJSO noted:

- Three personnel files did not contain documentation that staff had received a written job performance evaluation for the current year.

No other concerns were noted from the personnel file reviews

Employee Training Record Review

The OJSO reviewed five employee training records for calendar year 2009. The OJSO noted:

- Two training records documented that staff members completed Behavior Management Training more than thirty days after employment.

No other concerns were noted from the employee training record reviews.

Area of Concern

1. Two resident files did not contain a signed grievance rights statement by the residents.

Violations

1. One resident's ninety day service plan review did not contain documentation (the parent or legal guardian's signature) that the parent or legal guardian had participated in the review, nor was there documentation for non-participation of the parent or legal guardian. OKDHS Licensing Requirements for Residential Child Care Facilities, OAC 340:110-3-154, Social services, (b), Service planning, (2), Service plan review, (B), states, "The facility involves the resident and parents or custodian in the service plan review. If the parents or custodian do not participate in the service plan review, the reason for non-participation is documented in the service plan." Section (C), (v), states, "The service plan review includes: . . . the names and signatures, with the date, of those participating in the review."
2. Three personnel files did not contain documentation that staff had received a written job performance evaluation for the current year. OKDHS Licensing Requirements for Residential Child Care Facilities, OAC 340:110-3-153.1, Personnel, (g), Employment requirements, (3), Performance evaluation, states, "Each employee has a written job performance evaluation at least annually, which is maintained in the employee's personnel record."
3. Two of the five employee training records reviewed documented that staff members completed Behavior Management Training more than thirty days after employment. OKDHS Licensing Requirements for Residential Child Care Facilities, OAC 340:110-3-153.1, Personnel, (m), Staff training, (5), Behavioral intervention techniques, (A) through (E), state, "Within 30 days of employment, and prior to being solely responsible for residents, child care staff and those support staff that occasionally provide instruction or training to residents complete training or provide proof of current certification in behavioral intervention techniques that includes: rules and appropriate consequences of various interventions; techniques for early de-escalation and preventive intervention; team approaches to behavior management; verbal crisis intervention; and safe and appropriate physical restraint."