

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

Name and Location of Facility: Tipton Children's Home
Tipton, Oklahoma

Date of Visit: May 20, 2008

Oversight Reviewer: Dana Holden, Oversight Specialist

Focus of Visit: Announced Visit, 2008

Date: June 4, 2008

Introduction

The Office of Juvenile System Oversight (OJSO) conducted an announced visit on May 20, 2008, to the Tipton Children's Home, located in Tipton, Oklahoma. The purpose of the visit was to assess compliance with Department of Human Services (DHS) licensing standards for residential child care facilities and facility policy and procedures. The facility is licensed for forty-eight residents by the DHS division of Oklahoma Child Care Services. On the day of the OJSO visit, there were twenty-seven residents living on campus.

Interviews Conducted

- Entry interview with the Executive Director
- Four residents
- Three staff
- Exit conference with the facility counselor and one house parent

Documents Reviewed

- Files on six residents
- Three staff files and training records
- Office of the Oklahoma State Fire Marshal inspection report, dated August 23, 2007
- Oklahoma State Department of Health inspection report, dated May 12, 2008
- DHS division of Oklahoma Child Care Services inspection report, dated April 4, 2008

Findings

Interviews

The OJSO interviewed four residents. All demonstrated knowledge of proper discipline practices and stated they were receiving required services. No concerns were noted from the resident interviews.

Three direct care staff members were interviewed. The OJSO noted that the three interviewees were unable to explain adequately the resident grievance process. No other concerns were noted from the staff interviews.

Documentation Reviews

The OJSO reviewed the files on six residents. All were complete, and the materials were easy to locate. No concerns were noted from the resident file reviews.

The OJSO reviewed three staff files and training records. The OJSO noted that two files did not contain current documentation of first aid training and cardiopulmonary (CPR) certification. No other concerns were noted from the staff file reviews.

The OJSO reviewed the most recent inspection reports issued by the DHS division of Oklahoma Child Care Services, the Office of the Oklahoma State Fire Marshal, and the Oklahoma State Department of Health. No violations were cited in the inspection reports.

Area of Concern

1. Staff members were not able to explain adequately the resident grievance process. Facility administrators should review with direct care staff the policies and procedures regarding the resident grievance process to ensure that the residents are afforded due process.

Violation

1. Two of the three staff files reviewed did not contain current documentation of first aid training and CPR certification. DHS licensing standards, Section 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), including infant and child, if appropriate. Child care staff maintain current training in CPR and first aid thereafter."

Summary

The OJSO was advised that the current executive director is retiring and a new executive director has been chosen. An exit conference was conducted with the facility counselor and a house parent in charge of training.

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