



Maryland Department of Human Resources
 Office of Licensing and Monitoring
 311 W. Saratoga Street
 Baltimore, Maryland 21201
 Office: 410.767.7871 Fax: 410.333.8408

CHILD PLACEMENT AGENCY REPORT

Provider Organization: PSI Family Services, Inc.

Licensing Agency: DHR

Contracting Agency(s): DHR

Name of Chief Administrator: Dr. Sheila Pandit

Email: sheilapandit@psifamilyservices.com

License Type: TFC

Type of Inspection: Quarterly

Name and Address of CPA Office	License Capacity	DHR Contract Limit	Census by Placing Agency	License#/ Exp. date	Date of site Inspection
PSI Family Services, Inc 8301 Professional Place East, Suite 205 Hyattsville, Maryland 20785	Unlimited	58	30	#00301 07/09/2015	04/29/2015- 04/30/2015

Inspection Summary

Number of Records Reviewed: Youth 12 Staff 0 Foster Parent 3 Adoptive Parent NA

Number of Interviews: Youth 2 Staff 0 Foster Parent 3

CPA Office Inspection: Approved

Number of ILP Apartments Inspected: 0

Number of Foster Homes Inspected: 2

COMAR Violation: Yes No

If Yes, list Cited Violation(s) below:

Violation(s)	Findings
07.05.02.17 A(3)	Missing immunization in one out of 12 records reviewed.
07.05.02.18 D(2)	Missing birth certificate in two out of 12 records reviewed.
07.05.02.17 A(2)	Missing dental or vision in three out of 12 records reviewed.
07.05.02.18 D	Missing in one out of 12 records reviewed.
07.05.02.15 A	Missing acceptance letters in 2 out of 12 records reviewed.
07.02.21.08 A	Missing treatment plan in one out of 12 records reviewed.
07.02.21.10 D(3)	Missing progress notes in three out of 12 records reviewed.
07.02.21.08 A(3)(5)	Missing documentation of worker's monthly visits in one out of 12 records reviewed.
07.05.02.18 D (8)	Missing record of education in one out of 12 records reviewed.
07.05.02.18 D(4)	Missing court order in one out of 12 records reviewed.
07.05.02.18 F(1)	Missing foster parent face sheet in one out of 3 records reviewed.
07.05.02.11 E(3)	Missing proof of marital status in two out of 3 records reviewed.
07.05.02.06	Missing TB and/or medical in one out of 3 records reviewed.

Corrective Action Plan: Yes No

If yes, date of CAP: 05/12/2015

Complaint Outcome: NA

Current Status of License: Continued

Licensing

Coordinator: Sherlema Ferguson **Date:** 05/12/2015 **Email:** sherlema.ferguson@maryland.gov

Program Manager: Richard Berger **Date:** 05/12/2015 **Email:** richard.berger@maryland.gov