



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/DJS

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 | 25 | #00302 07/09/2017 | 10/21/2015 10/22/2015 |

Inspection Summary

Number of Records Reviewed: Youth 6 Staff 6 Foster Parent 2 Adoptive Parent NA

Number of Interviews: Youth 0 Staff 2 Foster Parent 3

CPA Office Inspection: Approved

Number of ILP Apartments Inspected: _____

Number of Foster Homes Inspected: 2

Current COMAR Violation: Yes X No _____

If Yes, list Cited Violation(s) below:

| Violation(s) | Findings |
|------------------|---|
| 07.05.02.18 D | Missing face sheets in all six records reviewed. |
| 07.02.21.10 D(3) | Missing foster parent notes in one out of six records reviewed. |
| 07.05.02.17 A(3) | Missing immunization record in one out of six records reviewed. |
| 07.05.02.17 A(2) | Missing dental and vision in two out of six records reviewed. |
| 07.05.02.18 D(8) | No educational history or record in one out of six records reviewed. |
| 07.05.02.17 A(1) | Missing physical in one out of six records reviewed. |
| 07.05.01.09 D | Missing number of required references in two out of six records reviewed. |
| 07.05.01.13 A(4) | Missing documentation of orientation in all six records. |
| 07.05.01.10 E | Missing vehicle insurance in two out of six records. |
| 07.05.01.13 B(7) | Missing proof of pre-service training in five out of six records. |
| 07.02.21.05 C | Missing proof of annual training in two out of six records. |
| 07.05.02.18 F(1) | Missing face sheets in two out of two records reviewed. |
| 07.05.02.11 E(3) | Missing required number of references in two out of two records reviewed. |
| 07.05.02.11 E(9) | Missing driver record for two records. |
| 07.05.02.11 E(8) | Missing proof of child support clearance in two out of two records reviewed. |
| 07.02.21.10 B | Missing proof of completion of pre-service training in one out of two records reviewed. |

Corrective Action Plan: Yes No

If yes, date of CAP: 11/05/2015

Any Violations During Mid or Re-Licensure Periods: Yes No
If Yes See Report (s) Date(s):

Complaint Outcome: NA

Current Status of License: Continued

Licensing

Coordinator: Sherlema Ferguson **Date:** 11/05/2015 **Email:** sherlemaquick@comcast.net

Program Manager: Richard Berger **Date:** 11/05/2015 **Email:** richard.berger@maryland.gov