



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:** San Mar Children’s Home, Inc.

**Licensing Agency:** DHR

**Contracting Agency(s):** DHR

**Name of Chief Administrator:** Ellen Savoy

**Email:** [ESavoy@sanmarhome.org](mailto:ESavoy@sanmarhome.org).

**License Type:** Treatment Foster Care

**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
8504 Mapleville Road Boonsboro, Maryland 21713	unlimited	50	41	#00198 2/1/2017	5/21/2015

**Inspection Summary**

**Number of Records Reviewed:** Youth 0 Staff 7 Foster Parent 4 Adoptive Parent NA

**Number of Interviews:** Youth 0 Staff 0 Foster Parent 0

**CPA Office Inspection:** Approved

**Number of ILP Apartments Inspected:** NA **Number of Foster Homes Inspected:** 0

**COMAR Violation:** Yes X No     

**If Yes, list Cited Violation(s) below:**

Violation(s)	Findings
07.05.01.09 D(1)	Four out of seven personnel records did not have the required number of reference checks.
07.05.01.10 E	Four out of seven personnel records did not have documentation of current vehicle insurance.
07.05.01.09 A(1)	One out of seven personnel records provided documentation of the federal CJIS clearance.
07.05.02.10 B	Two out of four foster homes have sufficient fire safety documentation.
07.05.02.11 H	One out of four foster homes provided required documentation for a pet.
07.05.02.07 A	One out of four foster homes provided required documentation for financial stability.

**Corrective Action Plan:** Yes      No X

**If yes, date of CAP:** 5/21/2015

**Complaint Outcome:** NA

**Current Status of License:** Continued

**Licensing**

**Coordinator:** Roxanne M. Epps **Date:** 6/1/2015 **Email:** [roxanne.epps@maryland.gov](mailto:roxanne.epps@maryland.gov).

**Program Manager:** Richard Berger **Date:** 6/1/2015 **Email:** [richard.berger@maryland.gov](mailto:richard.berger@maryland.gov)