



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: Seraaj Family Homes

Licensing Agency: DHR

Contracting Agency(s): DHR, CFSA

Name of Chief Administrator: Celeste Bryant

Email: cbryant@seraajfh.com

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
Seraaj Family Homes, Inc. 6811 Kenilworth Avenue, Riverdale, MD 20737	Unlimited	0	CFSA 52	#00305/ 2/17/16	5/26/15
Seraaj Family Homes, Inc. 515 E. Joppa Rd, Suite 304, Towson, MD 21286	Unlimited	25	DHR 13	#00368/ 2/17/16	5/19/15

Inspection Summary

Number of Records Reviewed: Youth 0 Staff 4 Foster Parent 8 Adoptive Parent N/A

Number of Interviews: Youth 0 Staff 4 Foster Parent 0

CPA Office Inspection: Approved

Number of ILP Apartments Inspected: N/A

Number of Foster Homes Inspected: 0

COMAR Violation: Yes X No

If Yes, list Cited Violation(s) below:

Violation(s)	Findings
07.05.01.13 A (1)	2/4 staff job descriptions did not accurately define lines of authority/responsibilities
07.05.01.13 A (5)	1 employee did not receive an agency required 6 month employee evaluation.
07.05.01.13 A (4) & 07.05.02.03 A (2)	The agency could not produce a step-by-step policy/procedure manual to train/guide staff licensing SW job duties or case management duties.

Corrective Action Plan: Yes X No

If yes, date of CAP: 5/26/15

Complaint Outcome: N/A

Current Status of License: Continued

Licensing

Coordinator: Lisa Beeman

Date: 5/29/2015

Email: lisa.beeman@maryland.gov

Program Manager: Richard Berger

Date: 5/29/2015

Email: richard.berger@maryland.gov