



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: Family Matters of Greater Washington, Inc.

Licensing Agency: DHR

Contracting Agency(s): CFSA

Name of Chief Administrator: Lisa Emmi

Email: lemmi@familymattersdc.org

License Type: Child Placement Agency

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
6196 Oxon Hill Road, Suite 340 Oxon Hill, MD 20745	unlimited	0	45	#00151 10/30/2016	4/27/2015

Inspection Summary

Number of Records Reviewed: Youth 0 Staff 10 Foster Parent 0 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 No

If Yes, list Cited Violation(s) below:

Violation(s)	Findings
07.05.01.13 B(1)	Two out of ten personnel records did have a copy of the employment application
07.05.01.09 D	Four out of ten personnel records did not have four reference checks
07.05.01.14 C(4)(a)	One out ten personnel records did not have documentation of education
07.05.01.12 B	One out of ten personnel records did not have documentation of a signed child abuse statement
07.05.01.16 A	One out of then personnel records did not have documentation of receiving orientation
07.02.21.05 A	Four out of ten personnel records did not have documentation of pre-service training
07.05.01.10 E	Ten out of ten personnel records did not have documentation of vehicle insurance
07.05.01.16 B(1)	One out of two personnel records for supervisors did not have documentation of 20 hours of annual training

Corrective Action Plan: Yes No

If yes, date of CAP: 5/3/2015

Complaint Outcome: NA

Current Status of License: Continued

Licensing

Coordinator: Roxanne M.Epps

Date: 5/4/2015

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Program Manager: Richard Berger

Date: 5/4/2015

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