CHILD PLACEMENT AGENCY REPORT

Provider Organization:       Seraaj Family Homes

Licensing Agency:             DHR

Name of Chief Administrator:       Celeste Bryant

License Type:              Treatment Foster Care

Contracting Agency(s):   DHR, CFSA

Email:     c Bryant @s eraajfh.com

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:

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