



OFFICE OF LICENSING AND MONITORING

Child Placement Agency Report Summary

Information

Provider Organization	Lutheran Social Services of the National Capital Area (LSSNCA)
Name of Chief Administrator	Melanie Libebe
Email of Chief Administrator	libebem@lssnca.org

CPA Office Information

Name/Address	License Capacity	Total DHS Contract Limit	DHS Census	DJS Census	Other Census	License # Exp Date	Date of Site Inspection
Lutheran Social Services of the National Capital Area (LSSNCA) 312 Marshall Ave, Suite 100 Laurel, MD 20707	Unlimited	N/A	N/A	N/A	N/A	#00398 10/15/2021	7-8-2021
Contracting Agency(s)	N/A						

Licensing Information

Licensing Agency	Maryland Department of Human Services
License Type	Adoption
Type of Inspection	Relicensure Evaluation
Current Status of License	ACTIVE RELICENSED

COMAR Citations

CPA Site	COMAR Citation	Comment
312 Marshall Ave, Suite 100; Laurel, MD 20707	07.05.01.09 D	Three (3) Independent contractors did not have a reference check in their personnel files.
312 Marshall Ave, Suite 100; Laurel, MD 20707	07.05.01.12 B	Two (2) Independent Contractors did not have a child abuse statement in their personnel files.
312 Marshall Ave, Suite 100; Laurel, MD 20707	07.05.01.13 A (5) & 07.05.01.13B (6)	Three (3) Independent Contractors did not have an annual performance evaluation in their personnel files.
312 Marshall Ave, Suite 100; Laurel, MD 20707	07.05.01.13 B (7) & 07.05.01.16 B (1)	Two (2) Independent Contractors did not have -training records in their personnel files.

This Provider was cited for the listed COMAR violations which **DO NOT** present imminent safety risks for children based on impact, scope, and frequency.

Office of Licensing and Monitoring Staff Information

Name	Role	Email	Date
Tina Bullock	Licensing Specialist	tina.bullock@maryland.gov	8/6/21
Lynn Wisner	Deputy Director	lynn.wisner@maryland.gov	8/6/21