



OFFICE OF LICENSING AND MONITORING

Child Placement Agency Report Summary

Information

Provider Organization	Lutheran Social Services
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 2503 Belair Drive Bowie, Maryland 20715	Unlimited	0	0	0	13	#0200/ 06/15/21	12/17/2019

Contracting Agency(s)	ORR, CFSA
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Licensing Information

Licensing Agency	Maryland Department of Human Services
License Type	TFC
Type of Inspection	Quarterly
Current Status of License	?

COMAR Citations

	CPA Site	COMAR Citation	Comment
<p>This Provider was cited for the listed COMAR violations which DO NOT present imminent safety risks for children based on impact, scope, and frequency.</p>	Bowie	07.05.01.13 B(1)	Application for Employment missing in 2 personnel records.
	Bowie	07.05.01.09 D	One more reference check needed in 1 personnel record.
	Bowie	07.05.01.09 A	State criminal background needed in 1 personnel record.
	Bowie	07.05.01.09 A	Federal criminal background needed in 2 personnel records.
	Bowie	07.05.01.09 A(2)	CPS clearances missing in 2 personnel records.
	Bowie	07.05.01.14 C	Education needed in 1 personnel record.
	Bowie	07.05.01.13 A (4)	Orientation needed in 2 personnel records.
	Bowie	07.05.01.13 A (9)	Confidentiality statement needed in 2 personnel records.
	Bowie	07.05.01.12 B	Child Abuse Statement needed in 2 personnel records.
	Bowie	07.05.01.13 B (4)	Medical Examination needed in 2 personnel records.
	Bowie	07.05.01.13 B(4)	TB Test needed in 2 personnel records.
	Bowie	07.05.01.10 E	Vehicle Insurance needed in 1 personnel record.
	Bowie	07.02.21.05 A	TFC Pre-Service Training needed in 2 personnel records.
	Bowie	07.05.01.05 C (2)	Return of License to the Administration. Program's license is null.
	Bowie	07.05.02.05 D (1)(2)	Valid License.
	Bowie	07.05.01.10 A (1-4)	Suitable Office Space
	Bowie	07.05.01.07 B(7)(a)(b)	Failure to report change in chief administrator and location change

Office of Licensing and Monitoring Staff Information

Name	Role	Email	Date
<i>Sherlema Ferguson</i>	Licensing Coordinator	Sherlema.ferguson@maryland.gov	12/27/19
Richard Berger	Program Manager	Richard.berger@maryland.gov	12/27/19