



# OFFICE OF LICENSING AND MONITORING

## Child Placement Agency Report Summary

### Information

Provider Organization	<b>Lutheran Social Services</b>
Name of Chief Administrator	<b>Melanie Libebe</b>
Email of Chief Administrator	<a href="mailto:libebem@lssnca.org">libebem@lssnca.org</a>

### 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 312 Marshall Avenue, Suite 100 Laurel, Maryland 20707	Unlimited	<b>0</b>	0	0	18	#0200/ 06/15/21	02/19/2020

Contracting Agency(s)	<b>ORR, CFSA</b>
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### Licensing Information

Licensing Agency	<b>Maryland Department of Human Services</b>
License Type	<b>TFC</b>
Type of Inspection	<b>Periodic</b>

Current Status of License	Active
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### COMAR Citations

<p>This Provider was cited for the listed COMAR violations which <b>DO NOT</b> present imminent safety risks for children based on impact, scope, and frequency.</p>	CPA Site	COMAR Citation	Comment
	Laurel	07.05.01.09 A(2)	CPS Clearance late in two of five personnel records.
		07.05.01.13 B (4)	Medical Examination expired in one of five personnel records.
		07.02.21.05 A	TFC Pre-Service Training missing in three of five personnel records.
		07.05.01.09 D	Reference Check missing in one of five personnel records.
		07.05.01.14 C	Education documentation missing in one of five personnel records.
		07.05.01.10 E	Expired vehicle insurance in four of five personnel records.
		07.05.01.13 B(7)	Annual Training documentation missing in three of five personnel records.
		07.05.01.15 A	Chief Administrator is carrying a caseload.

### Office of Licensing and Monitoring Staff Information

Name	Role	Email	Date
<i>Sherlema Ferguson</i>	Licensing Coordinator	<a href="mailto:Sherlema.ferguson@maryland.gov">Sherlema.ferguson@maryland.gov</a>	2/26/20
Richard Berger	Program Manager	<a href="mailto:Richard.berger@maryland.gov">Richard.berger@maryland.gov</a>	2/26/20