



Maryland Department of Human Services
 Office of Licensing and Monitoring
 311 W. Saratoga Street
 Baltimore, Maryland 21201
 Office: 410.767.7871 Fax: 410.333.8408

ADOPTION AGENCY REPORT

Provider Organization: Mentor Maryland ILP

Licensing Agency: DHS

Contracting Agency(s): DHS, DJS

Name of Chief Administrator: Denise Lindley

Email: Denise.lindley@thementornetwork.com

License Type: ILP

Type of Inspection: Quarterly

Name and Address of CPA Office	License Capacity	DHS Contract Limit	Census by Placing Agency	License#/ Exp. date	Date of Site Inspection
Mentor Maryland ILP- Baltimore 1540 Caton Center Dr. Suite F, Baltimore, Maryland 21227	Unlimited	ILP 15	5	#408/ 06/30/2018	03/12/2018
Mentor Maryland ILP- Salisbury 620 Naylor Mills Road, Suites A-F, Salisbury, Maryland 21801	Unlimited	ILP 15	0	#409/ 06/30/2018	

Inspection Summary

Number of Records Reviewed: Youth 0 Staff 7 Foster Parent NA Adoptive Parent NA

Number of Interviews: Youth 0 Staff 0 Foster Parent NA

CPA Office Inspection: Approved

Number of ILP Apartments Inspected: 0 **Number of Foster Homes Inspected:** NA

Current COMAR Violation: Yes X No

If Yes, list Cited Violation(s) below:

Violation(s)	Findings
07.05.01.14 C	Missing documentation of education in 1/7 personnel records.
07.05.01.13 A(5)	Missing annual performance evaluations in 3/7 personnel records.
07.05.01.13 B(4)	Missing medical examination in 2/7 personnel records.
07.05.01.13 B(4)	Missing TB test results in 1/7 personnel records.
07.05.01.10 E	Missing vehicle insurance in 4/7 personnel records.
07.05.01.133 B(7)	Missing documentation of annual training in 4/7 personnel records.

Corrective Action Plan: Yes X No

If yes, date of CAP:
03/28/2018

Any Violations During Mid or Re-Licensure Periods: Yes No
If Yes See Report (s) Date(s):

Complaint Outcome: NA

Current Status of License: Continued

Licensing

Coordinator: Sherlema Ferguson **Date:** 3/28/18 **Email:** sherlema.ferguson@maryland.gov

Program Manager: Richard Berger **Date:** 3/28/18 **Email:** richard.berger@maryland.gov