



OFFICE OF LICENSING AND MONITORING

Child Placement Agency Report Summary

Information

Provider Organization	Neighbor to Family
Name of Chief Administrator	Donna McCarter
Email of Chief Administrator	donna.McCarter@neighbortofamily.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
5740 Executive Drive, Suite 107 Baltimore, MD 21228	Unlimited	50	35	0	0	#232 9/19/2025	11/4/2024

Contracting Agency(s)	Maryland Department of Human Services (DHS)
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Licensing Information

Licensing Agency	Maryland Department of Human Services
License Type	Treatment Foster Care
Type of Inspection	Quarterly
Current Status of License	ACTIVE



COMAR Citations

(CAP = Corrective Action Plan)

This Provider was cited for the listed COMAR violations which MAY present safety risks for children based on impact, scope, and frequency. These issues are either resolved or a corrective action plan has been implemented.	CPA Site	COMAR Citation	Comment	Citation Status (Resolved/CAP)
	5001509	Con't Treatment Plan [7.02.21.08A2pg.7,07.02.21.11pgs.10]	Missing in six client records	CAP
		Application & Consent [07.05.02.05Bpg.307.05.02.11D(1)pg.14]	Missing in the foster parent's record	CAP
		Dental/vision [07.05.02.17A(2)&(7)pg.28&29]	Missing in three client records	CAP
		Referral Information [07.02.21.07pg.6]	Missing in one client record	CAP
		Foster Parent Progress Notes (Daily or wkly) [07.02.21.10D(3)pg.9]	Missing in ten client records	CAP
		Initial Treatment Plan [07.02.21.08A1pgs.6&7]	Missing in five client records	CAP
		Legal Records[07.05.02.18D(4)pg.31]	Missing in two client records	CAP
		Medical History [07.05.02.18D(6)pg.32]	Missing in one client record	CAP
		Medical Initial & Every 2yrs All Family Members [07.05.02.06pg.4]	Missing in one client record	CAP
		Monitoring Visits (2x month) [07.02.21.08A(3)(5)pg7]	Missing in eleven client records	CAP
		Physical Exam [07.05.02.17A(1)&(7)pg.28&29]	Missing in three client records	CAP
		PPD initial/every 2 years for all Family Members [07.05.02.06A(1)(a&b)pg4]	Missing in one foster parent records	CAP
		Progress Notes [07.05.02.18D(9)pg.32,07.02.21.10D(3)(4)pg9]	Missing in two client records	CAP
		TFC : Con't training 20 hrs/yr [07.02.21.10Cpg.9]	Missing in one foster parent record	CAP

		Immunization [07.05.02.17A(3)pg.28]	Missing in client record	CAP
This Provider was cited for the listed COMAR violations which DO NOT present imminent safety risks for children based on impact, scope, and frequency.		Education [07.05.02.18D(8)pg.32]	Missing in three client records	
		Reference Check [07.05.01.09dpg15,07.05.01.13b(3)pg.21]	Missing in two foster parent records	
		Birth Certificate [07.05.02.18D(2)pg.31]	Missing in five client records	
		Face sheet [07.05.02.18Dpg.29]	Missing in three client records	
		Record of Child Placement [07.05.02.18F(5)pg.34]	Missing in two client records	

Office of Licensing and Monitoring Staff Information

Name	Role	Email	Date
 Natasha Cobb	Licensing Specialist	natashia.cobb@maryland.gov	12.26.2024
 Nalicia Goods	Acting Deputy Executive Director	nalicia.goods@maryland.gov	12.26.2024