



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

CHILD PLACEMENT AGENCY REPORT

Provider Organization: San Mar Children's Home, Inc.

Licensing Agency: DHS

Contracting Agency(s): DHS/DJS

Name of Chief Administrator: Ellen Savoy

Email: esavoy@sanmarhome.org

License Type: Treatment Foster Care

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
San Mar Children's Home, Inc. 8504 Mapleville Road Boonsboro, Maryland 21713	unlimited	50	DHS- 32 DJS- 0	#00198 2/1/2019	11/1/18

Inspection Summary

Number of Records Reviewed: Youth _____ Staff 9 Foster Parent _____ Adoptive Parent 0

Number of Interviews: Youth _____ Staff 5 Foster Parent _____

CPA Office Inspection: Approved

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

Current COMAR Violation: Yes X No _____

If Yes, list Cited Violation(s) below:

Violation(s)	Findings
07.05.01.07 D (2)	1 out of 5 staff and MSW Interns did not have reference checks.
07.05.01.14 C	1 out of 5 staff and MSW Interns not have education documentation in their personnel file.
07.05.01.17 D (1)	1 out of 5 staff and MSW Interns did not have a written plan that described task and functions.
07.05.01.13 A (9)	1 out of 5 staff and MSW Interns did not have a signed Confidentiality Statement.
07.05.01.12 B (1 & 2) a	2 out of 5 staff and MSW Interns did not have a signed Child Abused Statement.
07.05.01.13 C (1 & 2)	2 out of 5 staff and MSW Interns not have a medical report of a clearance for tuberculosis.
07.05.01.10 E	2 out of 5 staff and MSW Interns did not have vehicle insurance information.
07.02.21.05 C & D	1 out of 5 staff and MSW Interns did not have the required annual training hours.

Corrective Action Plan: Yes X No _____

If yes, date of CAP:

Any Violations During Mid or Re-Licensure Periods: Yes _____ No _____ N/A X

If Yes See Report (s) Date(s):

Complaint Outcome: N/A

Current Status of License: Continued

Licensing

Coordinator: Tina Bullock **Date:** 12/3/18 **Email:** tina.bullock@maryland.gov

Program Manager: Richard Berger **Date:** 12/3/18 **Email:** richard.berger@maryland.gov