

# Inspection Report

MCCSS Licensing and Compliance Unit  
January 2023

Sarnia-Lambton Children's Aid Society –  
Foster Care Program

Dates of Review: July 4 through July 18, 2023

# 1. INSPECTION REPORT

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Service Provider	Sarnia-Lambton Children's Aid Society
Date of inspection	July 4 – 18, 2023
Licensors/Inspector	Kathy Wallace, Lead Licensor with assist from Veronica Wolak, Rebecca Krouse and Amy Oliver

# 2. INSPECTION DATA

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Licensee/Delegate	Dawn Stewart, Resources Manager and Jennifer Thrasher, Director of Services
Physical Restraint Training Program	not permitted by Policy
Licensing Fee Due Date	2026

# 3. INSPECTION INFORMATION

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## New Information Since the Previous Licensing Inspection

A Licensee designate interview occurred with Jennifer Thrasher and Dawn Stewart on July 18. The licensee has been taking steps to meet the Quality Standards Framework regulations. They have transferred to using the new OACAS Home Safety checklist. The Service Agreement for Care providers was revised in June and they will now use the full document with all Annual Reviews. (The licensee had still been utilizing an older form for the Annual Review signoff, in which Care providers attest to the continuation of the Service Agreement.) Further, they will ensure that the Service Agreement is signed with the initial approval, rather than with the first placement.

The licensee is aware of the requirement to have safety assessments completed for all children and youth in care by July 31. If safety risk is identified, the Safety Plans are required as soon as possible after the determination.

The delegates expressed needing CPIN training in regard to some of the new requirements, in particular, the Foster Parent Learning Plans. Cumulative training has been entered into the foster parent records, however the licensee prefers direction from a CPIN Business Harmonization process to develop a consistent documentation process. Whether there will be CPIN Business Harmonization processes developed for the QSF requirements is an unknown at this time. Many QSF resources have been provided to assist licensees with meeting the new requirements. Within the SOR-RL Training portal there are templates provided, including a template for a Foster Parent Learning Plan. I have reviewed other Society files in which this template has been used to meet compliance and it is uploaded under the All Attachments. Alternatively, the Learning Plan could be placed under Training, or Development Plan. Given that Learning Plans were required for all previously approved foster parents by July 1, 2023, the licensee is expected to meet compliance as soon as possible. The licensee has responded with a plan to ensure staff training and implementation of outstanding QSF requirements by September 30, 2023.

Currently, none of the children in care with SLCAS are using a PASD that is a Mechanical Restraint.

More than 50% of the children and youth in care with SLCAS identify as First Nation. There were eight children in Customary Care status at the time of the licensing review. One Customary Care file was reviewed for compliance with regulatory requirements.

## **Inspection Overview**

At the time of the 2023 licensing review, there were 58 children and youth in care and 37 approved foster homes. A 20% random sample was applied yielding 12 child files and 7 foster homes for file review.

### **Child File Review**

Recommendation: Licensee needs to develop an internal practice within the varying worker roles to ensure that all preplacement assessments, written evaluations and conditions on placement will be placed on the Child in Care record to meet compliance. Currently, it can be challenging to locate the previous requirements as they can be stored in other records within CPIN. The new requirements will require a coordinated documentation strategy to ensure compliance. The licensee responded with a work flow chart of how these efforts will be coordinated.

New Plan of Care requirements were reviewed with all staff on September 12, 2023 to ensure staff awareness of enhanced requirements.

Identity Characteristics requirements apply to all children in care. Licensee to ensure that efforts to obtain a child's information and the ongoing efforts to review and update the information is well documented within the child's record. This includes offering the child the opportunity to name a Resource Person, and documenting the offer whether affirmed or declined.

### **Foster Parent file review**

Fire drills are required to be practiced at least every six months in all approved foster homes, regardless of whether there are children placed in the home. It remains the licensee's responsibility to ensure that the foster homes are compliant with practicing fire drills in the foster home at least every 6 months.

### **Learning Plans**

The licensee will be utilizing the Foster Parent Learning Plan template provided by the ministry which will include documenting the consultation with the foster parent(s) and aligning the training with the child's needs.

Please refer to the document "Summary of Licensing – Requirements and Recommendations" for any areas of non-compliance issued during the inspection.

## 4. LICENSING CONCLUSION

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Based on the findings, it is recommended that a Licence be issued to Sarnia-Lambton Children's Aid Society to operate a Foster Care program.

The recommendation has been considered and approved by Jessica Gross, Director for the purposes under the ***Child, Youth and Family Service Act (CYFSA)***

**Licence Expiry Date:** **September 19, 2024**

Reported completed by: Kathy Wallace, Licensor, MCCSS

c. Mark Horrocks, Program Supervisor, MCCSS

The *CYFSA* establishes the licensing and inspection requirements for all children's residences operating in Ontario.

Please note that the licence and accompanying letter can be found in SOR-RL under the licence renewal module. [SOR-RL Login](#)