



Licensed Child Caring Agency Site Visit Report Therapeutic Boarding Schools

Licensee: JBARJ Youth Programs – The Academy at Sisters
Executive Director: Stephanie Alvstad
Program Director: Melinda Hare
Board Chairperson: Jeannette McKenzie

Date of site visit: 7/5/2022 – 7/7/2022
Licensing Coordinator: Ed Wyller, assisted by Irvin Minten, and
Jorge Pelinski

Other Regulatory or Accrediting Agencies: National Association of Therapeutic Schools Programs, Inc (NATSAP), Council on Accreditation, Cognia, and Sevis approved

Program Compliance: The program was found to be compliant or will be compliant with OAR 413-215-0001 to 413-215-0131, Licensing Umbrella Rules, and OAR 413-215-0601 to 413-215-0681, Licensing Therapeutic Boarding Schools Rules. Personnel records were reviewed and compliance with required background checks was documented for employees in all programs.

Program Description(s): JBARJ's website reports the following "J BAR J Youth Services promotes innovative options for at-risk youth and families toward self-sufficiency and personal responsibilities. J BAR J Youth services is a 501c non-profit corporation founded in 1968 and is currently the largest provider of services to youth and families in Central Oregon.

The Academy at Sister's empowering at-risk girls to lead healthy lives: A therapeutic boarding school using an approach blending both traditional and experiential therapies, such as: Accountability-Based Cognitive Awareness helps address patterns which influence thoughts, emotions (feelings), choices, behaviors, and decision making. Dialectical Behavioral Therapy offers additional tools and coping strategies to help manage the behaviors and issues that are creating stress and discord. Equine Assisted Psychotherapy affords a way to engage youth who are resistant to traditional to talk therapy through the use of horses as a medium and metaphor to treatment."

Program type and services: The Academy is a Therapeutic Boarding School

Interventions:

- Individual Therapy
- Group Therapy
- Mindful Self Compassion

- Dialectical Behavioral Therapy (DBT)
- Skill Building Groups / Organic Gardening
- Community Service Projects and Volunteering
- Experiential Activities
- Family Therapy, Workshops, & Coaching

Academics:

- Accredited Academics
- Proficiency-Based Model with Semester-end Portfolio Presentations
- Experiential Learning
- College preparatory focus
- SAT/ACT Prep
- Opportunity to Transition into local high school when appropriate

Capacity and Age Range: Capacity 28, ages 13-18

Funding sources: Tuition based, private pay, Oregon Department Education (ODE), United States of Department of Agriculture (USDA)

Contracts and sources for referrals: Independent Educational Consultants, Therapists, Wilderness and other therapeutic programs and internet.

Average length of stay: 12-18 months

Average daily population served: 16

Number of children served annually: JBARJ reports as an agency serving 156 youth annually.

Interviews, Observations: Program has installed new flooring throughout the building. New tile in the bathrooms and new carpet as well. The newly installed carpet in hallway easily tracks dirt and program is considering tiling as well.

I met with two Academy students. Both students reported that they feel safe and on a scale from 0-10 (0=worst program and 10=best program) both indicated The Academy to be an 8. One student reported the family therapy to be very helpful. This student reported while being at The Academy learning about themselves, learning goals and values, and how to communicate with their family. The other student reported attending therapy and family therapy and working on their victim thinking and assertive communication.

Regarding food one student reported the food to be “good” and the other student reported “food has improved”. Both reported that they have enough food to eat and have options and snacks. Both students reported going on outings into the community such as shopping, farmers markets, bowling, escape rooms, hikes, ice skating, and movies. On site recreation reported to include: crafts, cards, tv, and yoga. When asked if the

students could think of how to improve the program one student reported having more input in rule book by students. The other student would like more consistency amongst the staff.

Program Strengths: JBARJ reports, “Accredited with the Council on Accreditation, as well as Cognia Accreditation for our Education systems (schools). Leadership and Board have 10 plus years longevity. Use Evidenced Based Cognitive Behavioral treatment. Over thirty years of service to the community, program started in 1968, the administration and treatment philosophy has been in place since 1989. Involvement in the community and respond to community needs to continue to develop programs. Parent agency has oversight of smaller programs, thus making insurance, fiscal oversight, marketing, human relations, and development attainable for small programs. Annual fund raiser brings financial support in the from the region. Staff encouraged to join boards, and network with local, state, and federal agencies to continue bringing in best practices and staying on top of new treatments, rules, and regulations.”

Program Challenges: JBARJ reports, “Staffing, turnover, and workforce stability. Funders pay rate doesn’t always keep up for what we need to pay employees to keep them. Keeping up with new rules and regulations that hare expected but not funded. Federal and state rules are consistently in flux (Covid mask policy, vaccination policy, etc.) while we are just trying to run treatment programs for youth. New state laws and rules that don’t necessarily help our youth but increase out workload.”

Changes that have occurred in the last 2 years: JBARJ reports, “High staff turnover. Unfunded mandates that increase workload on an already depleted existing workforce. New law in Oregon that now can charge staff for stepping between two youth to stop a fight which in now considered a “restraint” and staff could potentially be charged with “wrongful restraint”. This is ironic as we currently are engaged in a lawsuit against our agency, for “failing” to intervene to protect a student that was getting hit by another student. If we fail to intervene, we face lawsuits, fi we intervene we face lawsuits, or an already depleted workforce being charged with “wrongful restraint”. We find this is increasingly the case, whereby federal agencies, state agencies, and the legislature, make rules in silos, without looking at the global picture. This is making it incredibly difficult to run programs to help youth.”

Lawsuits: JBARJ reports, “As of June 30, 2021, there was a claim that was a threatened lawsuit that was then filed on July 31, 2021. This is a personal injury lawsuit filed by a former student alleging negligence and recklessness of JBARJ Youth Services.”

Grievances and complaints filed in the last two years: JBARJ reports, “No”.

Corrective Actions and Timeframes: Please submit the following to verify compliance.

Within 45 days of receipt of this report JBARJ must submit a letter of verification indicating the agency is in compliance with the specific rules cited above and describing how compliance will be maintained going forward. Along with the letter of verification, the agency must submit any and all specific documentation requested in the body of this report. The letter of verification and any additional requested documents can be emailed directly to Ed Wyller edward.wyller@dhsosha.state.or.us or sent by regular mail to the following address:

Due to Covid-19 pandemic and working remotely the preferred method is to send directly to Ed Wyller at his email address.

Department of Human Services, Children's Care Licensing Program

Attn: Ed Wyller

201 High St SE, Suite 500

Salem, OR 97301

Exceptions: Current and renewed exception on file for (Separation of adults and minors)

Summary of Review					
Program and Services 413-215-0011(2)	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
Program and services are in scope of license	x				
Governance of the Agency 413-215-0021	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(1)(a) Minimum of 5 board members	x				
(2)(f) Formally evaluate the exec. Director's performance annually	x				
(2)(h) Obtain and review an annual independent financial review or audit of financial records.	x				
(2)(k) Written quality improvement program	x				
(2)(l) Meeting minutes	x				
Executive Director or Program Director 413-215-0021	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(3)(a) knowledge of requirements for providing care and treatment appropriate to programs	x				
(3)(g) Approval from BCU	x				
Discipline, Behavior Management, and Suicide Prevention 413-215-0076	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(3) Agency uses appropriate and positive methods of behavior management and nationally recognized non-violent crisis intervention	x				
(3)(b)(C) Agency does not use chemical and mechanical restraint (excluding medically necessary devices/prescriptions)	x				
(3)(c) Agency uses appropriate time-out rooms (adequate space, heat, light and ventilation and is not capable of locking) and			x		

documents use in child's record when applicable					
(3)(e) Agency uses seclusion appropriately/consistent with policy			x		
(4) Agency has adequate plan in place to respond to suicidal behavior/warning signs	x				
Contractors (if applicable) 413-215-0061(6)	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(a) Agency ensures the contractor meets the requirements of this rule and Chapter 413 division 215			x		
(b)(B) Contract includes the following: (i) Services provided (ii) Contractor fees (iii) Disclosure of information from contractor to agency (iv) Lines of authority (v) Adherence to rules, including background check (vi) Any liability of the agency for acts of the contractor, rights of indemnity and limitations on liability			x		
Supplemental Information Provided by CCA	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
Documents as indicated on the form titled "Renewal Licensing Required Documents"	x				
Documents as indicated on form titled "Required Financial Documents and Information"	x				
All required policies and procedures as identified in the "Umbrella Rules"	x				
All required policies and procedures as identified in "Agency Type Specific Rules"	x				
Educational Services 413-215-0611	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(2) 1:15 ratio for qualified teacher/children	x				
(4) Secondary schools – verification provided that meets academic standards to obtain admission to higher education and receive high school diploma or GED	x				
Physical Plant	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
413-215-0046(3)(a) Foster Rights Posted (if children in DHS custody)			x		

413-215-0051(1) Sufficient safe space, equipment, and office equipment	x			- Carpet in main hallway was soiled. Carpet was installed last year and reported to have been recently steam cleaned. - Student bathroom sink clogged in modular bathroom.	
413-215-0091(12) License is posted in common area at each facility	x				
413-215-0001(5)(d), 0621(1) & 0618(4)(a)(J) Adequate furnishings and personal items	x				
413-215-0616(2)(a) & (c) Buildings are smoke free, clean and in good repair		x			
413-215-0616(2)(d) Rooms are free of harmful drafts, odors, and excessive noise	x				
413-215-0616(2)(e) Rooms are adequate in size and arrangement	x				
413-215-0616(2)(f) System provides a continuous supply of hot and cold water	x				
413-215-0616(2)(h) Building is well ventilated and room temperature is within a normal comfort range	x				
413-215-0616(2)(i)(C) Staff supervise children who lack ability to safely adjust water temperature			x		
Room and Space Requirements Bedrooms 413-215-0618(3)	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(a) Adequate furnishings and personal items	x				
(b) Separate from rooms used for dining, living, laundry, kitchen, and storage	x				
(c) Outside room with window allowing egress from building	x				
(d) Ceiling at least 90 inches	x				
(e) Minimum 60 SF per bed	x				
(f) No more than 25 if dorm style	x				
(g) Permanently wired fixtures	x				
(h) Window covering	x				
(i) Beds are 3 ft apart and maintained to ensure safety	x				
Room and Space Requirements Bathrooms 413-215-0618(4)	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(a)(A)&(B) 1:8 ratio for toilets and sinks	x				
(a)(D) Hot and cold running water, soap, and approved hand drying options	x				
(a)(E) 1:10 ratio for shower or bathtub	x				
(a)(F) Individual privacy	x				
(a)(G) Window covering			x		
(a)(H) Permanently wired fixtures	x				
(a)(I) Adequate ventilation	x				

(b)&(c) Wooden racks on floors are prohibited and impervious shower mats are disinfected & dried daily			x		
Room and Space Requirements Kitchen 413-215-0618 (6)	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(a) Used exclusively for storage, food preparation, dish washing and activities related to eating	x				
(b) Walls, floors are easily cleanable	x				
(c) Equipment and utensils are easily cleanable, durable, nontoxic, and kept clean	x				
(d) Equipment is easy to clean beneath, between and behind	x				
Room and Space Requirements	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
413-215-0618(2) There is a separate living room or lounge area – 15 SF minimum per child	x				
413-215-0618 (5) There is a separate dining room with capacity for ½ of children in care and 15 SF per child in care	x				
413-215-0618 (7) Laundry is separate from living areas, kitchen and dining	x				
413-215-0618 (8) Separate storage areas are provided for food, kitchen supplies, utensils, clean linens, soiled linens and clothing, cleaning supplies and equip, poisons, chemicals, outdoor recreational and maintenance equipment	x				
413-215-0618 (9) Outdoor activity area is protected from vehicles and other hazards and of a size and availability appropriate to the age and needs of children in care	x				
413-215-0218 (11) Time out rooms have adequate space, heat, light and ventilation and is not capable of locking			x		
Furnishings and Personal Items 413-215-0621	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(1) There is a bed with frame, clean mattress and pillow and personal storage (dresser, closet)	x				
(2) Linens are in good repair. There is a waterproof mattress cover or mattress. Linens are appropriate and towels and washcloths are provided	x				

(3) Bedding is changed weekly or when soiled	x				
(4)&(5) Personal hygiene supplies and appropriate clothing are provided	x				
Food Services 413-215-0636(1)&(2)	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(1)(a) Meals are arranged daily, consistent with normal mealtimes that occur during the hours of operation	x				
(b) Snacks are available and provided as appropriate to the age and activity levels of children.	x				
(c) Menus are prepared in advance in accordance with USDA guidelines, provide a variety of foods and are adjusted for seasonal changes.	x				
(c) Menus are maintained for at least 6 months	x				
(d) Drinking water is freely available	x				
(2)(a) Food is stored, prepared & served in a sanitary manner	x				
(2)(c) & (d) Food products are obtained from commercial suppliers (exception of fruits & vegetables), unpasteurized juice is prohibited, and only Grade A pasteurized and fortified milk in appropriate container.	x				
Safety 413-215-0641	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(2)(b) Telephone numbers for local police and fire are posted near all telephones	x				
(2)(c) Operative flashlights sufficient in number are readily available to staff	x				
(3)(a) Evacuation drill occurs monthly under varying conditions, is retained 2 yrs and contains; (A) identity of person conducting drill (B) date & time (C) notification method (D) staff participating (E) # of children & staff evacuated (F) special conditions simulated (G) problems encountered (H) time to complete	x				
Safety – Transportation 413-215-0641	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed

(5)(b) Vehicle has insurance policy, is smoke free, safe operating condition, and has first aid kit and fire extinguisher 2-A:10-BC		x		Vehicles were missing fire extinguishers and current proof of insurance.	
Medication 413-215-0651	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(3)&(7)(e) Medications have a prescription and are stored in the original container with prescription label	x				
(4)&(5) Herbal supplements and remedies, medical treatments, special diets, physical therapy, physical aides or limitations have a written order signed by a physician or qualified medical professional.	x				
(8) Medications are disposed in accordance with state and federal law	x				
(9) Written record of the disposal of medications is maintained and includes: (a) description (b) name (c) reason (d) method (e) staff & witness signature	x				
(10) Written record of the administration of medication includes: (a) name (b) description (c) dates, times (d) missed doses (e) medication disposed (f) method of administration (g) ID of person administering (h) possible adverse reactions (i) medication taken outside facility	x				
Minimum Staffing Requirements 413-215-0661	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(1)&(2) Supervision is adequate for the type of program, location, age and type of children, ability of supervisor to respond, electronic backup systems. Minimum ratios are maintained: 1:10 Overnight (staff awake) 1:14	x				

(3)(a) When one staff on duty, there is additional staff immediately available with max response time of 30 minutes. Names of additional staff are listed on the schedule.	x				
Separation of Children 413-215-0666	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(1) Children 18 yrs and older are housed in separate bedrooms, unless parent & child are written approval	x			Current and renewed exception on file for (Separation of adults and minors)	
(2) There is adequate supervision of children if both males and females are served by the program. Bedrooms are separated.			x		

Personnel Files 413-215-0061	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
Staff Name					
Position					
(3)(g) Date of Hire					
(3)(a) record of education, training and previous employment	x				
(1)(b) & (3)(b) reference checks complete and documented	x				
(1)(a) & (3)(c) Background check was completed and documented	x				
(3)(d) Annual performance evaluations	x				
(3)(f) Record of personnel actions	x				
(3)(g) Termination date, reason for termination			x		
(3)(h) Current job description	x				
New Employee Orientation- Umbrella Requirements (30 days) 413-215-0061(4)	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(a) Agency policies and procedures	x				
(b) Ethical and professional guidelines	x				
(c) Organizational lines of authority	x				
(d) Attributes of population served	x				
(e) & (5)(a) to (c) Mandatory reporting that includes:	x				

(a) legal definition of child abuse ORS 419B.005, Oregon Laws 2016, chapter 106, section 36 (b) legal responsibility to immediately report (c) legal responsibility to report is personal to the employee					
(f) Privacy laws	x				
(g) Emergency procedures	x				
New Employee Orientation- Therapeutic (30 days) 413-215-0656	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(1)(a) Discipline and behavior management protocols including de-escalation skills training, crisis prevention skills, positive behavior management, and non-punitive disciplinary techniques.	x				
(1)(b) restraint and seclusion (if applicable)	x				
Ongoing Training	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
413-215-0636(2)(b) Employees who handle food served to children have a valid food handler's card	x				
413-215-0061(5) Mandatory reporting (annually) that includes: (a) legal definition of child abuse ORS 419B.005, Oregon Laws 2016, chapter 106, section 36 (b) legal responsibility to immediately report (c) legal responsibility to report is personal to the employee	x				
413-215-0641(5)(a) Employees transporting children meet the driver requirements (current driver's license, insurance, trained in emergency procedures & behavior management, and training for 15+ passenger vans if applicable)	x				
413-215-0656(2)(a) Procedures for handling environmental emergencies	x				
413-215-0656(2)(b) Universal precautions	x				
413-215-0656(2)(c) Behavior management	x				

413-215-0656(3) One staff with current CPR/First Aid certification on site all times when children are in care	x				
Comments/Corrective Actions:					

Children's Records	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
Name of Child					
Health Services – Medical History 413-215-0646					
(2) Medical history obtained within 30 days (significant findings, current immunizations, history of surgical procedures-health issues-injuries, allergies, dental, vision, hearing, behavioral health, age appropriate instruction, and physician orders)	x				
(3) Health services are provided (information on reproductive health, access to birth control, prenatal care, well-baby care, fetal alcohol syndrome, accessing child health insurance, screenings for breast and other cancers, vaccinations, access to feminine hygiene products, and preventing STD.	x				
(4) Medical exams (3 in first year of life, 2,4,6,9,14)			x		
(6) Receives services from a QMHP at least once every 30 days, ensures follow through with medical treatments and follow up appointments.	x				
Medication 413-215-0651	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed

If applicable, there is documentation of the continuing evaluation of the ability of the child to self-administer medication			x		
Consents 413-215-0676(1)	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(a) To provide routine and emergency medical care	x			Consents were missing to allow access as required in ORS418.305, OAR413-215-0091 & 0101	
(b) To use discipline and behavior management system	x				
(c) To use restraint or seclusion (must specify the reasons these interventions are used and how staff are trained and supervised)	x				
(d) To restrict contact with persons outside the school	x				
(e) To allow access as required in ORS418.305, OAR413-215-0091 & 0101		x			
(f) To impose a dress code	x				
(g) To restrict participation in recreational or leisure activities consistent with behavior or safety issues	x				
Disclosures 413-215-0676(2)	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(a) Information on personal or room searches and protocols for confiscation of contraband (includes procedures)	x				
(b) Statement of child and family rights	x				
(c) Grievance policies and procedures	x				
(e) Statement of program services	x				
(f) Statement that the agency may not make limitation on contact between child and parent/guardian a condition of program participation	x				
Authorizations 413-215-0676(3)	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(b) Visitors are approved by parent/guardian	x				
(c) Visitation resources are pre-approved by parent/guardian and identity of resources verified by agency	x				
(d) Authorizations are pre-approved to allow children to participate in potentially	x				

hazardous activities, including but not limited to using motorized yard equipment, swimming, and horseback riding.					
Information about children in care 413-215-0681(1) Files contain the following information:	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(a) The name, gender, date of birth, religious preference and previous address of the <i>child in care</i> .	x				
(b) Name and location of child's previous school	x				
(c) Date of admission	x				
(d) Status of legal custody including name of each person responsible for consents and authorizations	x				
(e) The name, address, and telephone number of: (A) The child's parents. (B) The child's legal guardian, if different than the parents, and legal relationship. (C) Other family members identified by family as significant to child. (D) Professionals to be involved in service planning (if applicable)	x				
(f) Any required signed consents and authorizations.	x				
Service Planning 413-215-0681(2)	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(a) All documentation is written in terms that are easily understood	x				
(b) <u>Intake</u> . Document is completed the date child accepted into care (emergency placement 48 hours)	x				
(c) Child is served according to an <u>individual service plan</u> that outlines goals for services and care coordination	x				
(d) <u>Assessment</u> . Completed within 30 days by a QMHP and; (A) Contains relevant historical info., current behavioral observations, identified need for services, and how agency will provide services	x				

(B) Suicide potential assessed and record of follow up actions and referrals when risk of suicide identified (C) Screening for presence of co-occurring disorders and chronic medical conditions. Documented referral for further assessment, planning and intervention if applicable (D) Screening for presence of symptoms related to physical or psychological trauma					
(e) (A)&(B) Service plan. Completed within 60 days (parent, guardian and child actively involved). Describes how child's issues will be addressed, anticipated outcomes and reviewed by child and guardian/parent.	x				
(e)(C)&(D) Service plan is reviewed quarterly by QMHP and revised when information indicates other services should be provided	x				
Case Management 413-215-0681(3)	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(a) Services are documented, progress toward achieving goals is tracked	x				
(b)-(d) discharge planning and instructions	x				
(e) follow up services offered	x				
(f) Incident Reporting	x				
Financial Records 413-215-0681(4)	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
Records contain date, amount, source, purpose, signatures	x				
Records and Documentation 413-215-0071	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(1) Stored safely	x				
(2) Permanent, legible, dated, and signed	x				
(7) Permanent registry for each child in care includes (name, gender, birth date, names, addresses of parents or guardians, dates of admission, and placement upon discharge)	x				
Comments:					

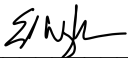
Additional Findings Related to SB 710:

413-215-0077 (8)(e): Update Policy regarding restraints and seclusion

413-215-0077 (11)(e): Each child agency shall provide notice regarding how to access the quarterly reports to the parents or guardians of children in care in the program. The child caring agency shall provide the notice upon the child in care's admission and at least two times each year thereafter.

413-215-0078 (1) Each child in care receiving services from a child caring agency must be given the following:

- (a) Instruction regarding how a child in care may report suspected inappropriate use of restraint or seclusion.
- (b) Assurance that the child in care will not experience retaliation for reporting suspected inappropriate uses of restraint or involuntary seclusion.
- (c) The telephone number for the toll-free child abuse hotline described in ORS 417.805 and the telephone numbers and electronic mail addresses for the program's licensing agency, the child in care's caseworker, and attorney, the child in care's court appointed special advocate and Disability Rights Oregon.

Licensing Coordinator's Signature:  Date: 7-25-2022

Manager Review:   Date: 7-22-2022