

San Diego County Juvenile Justice Commission

Pre-Inspection Worksheet

Data from Calendar Year 2023

Facility Name: Polinsky Children's Center	
Facility Type: Shelter Care	
Facility Address: 9400 Ruffin Court San Diego, CA 92123-5399	Date of Inspection: June 3, 2024
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	JJC Admin. Officer: Scott Brown JJC Admin. Assistant: Vanessa Ramirez
	CWS Director: Kimberly Giardina
	Presiding Judge of the Juvenile Court: Honorable Ana España
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JJC Inspection Team: Jenifer Mendel Deme Hill Yvette Klepin Jean Ramirez	
Staff and Representatives Interviewed / Met with in Person Norma Rincon, Thomas Lam Alicia Rogers Vilma Martinez-Vallecillo Patricia Picazo Steven Wells Elizabeth Rosas Charisma DeLos Reyes SDCOE	
Overview: The Polinsky Children's Center (PCC) opened in 1994. It is the only short-term, emergency shelter for abused and neglected children in the County of San Diego. Although there are 58 counties in the State of California, only 9 counties have similar facilities. PCC is the only such facility with a physician on its campus. PCC sits on a ten-acre campus and includes the cottages where children live, a medical clinic, a central cafeteria, a library, classrooms, a gym, a "closet" where children can select clothing they may need, playgrounds, and two pools. PCC is still undergoing extensive renovations funded by the County of San Diego. PCC can accommodate up to 204 children. They provide care to infants, preschoolers, and K-12 students. The intended,	

average length of stay is 10 days. At the time of the inspection there were 27 children living there, only one under the age of 6, and the average length of stay 19 days. PCC has approximately 160 staff members and is staffed to serve an average of 60 children.

The San Diego County Juvenile Justice Commission is a state-mandated, court-appointed citizens' commission. Its purpose is to inquire into the administration of juvenile court law in San Diego County, and to promote an effective juvenile justice system operated in an environment of credibility, dignity, fairness and respect for the youth of San Diego County.

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COMMISSION COMMENTS & RECOMMENDATIONS FROM LAST INSPECTION

Recommendation #1: Make a concerted effort to recruit volunteers and perhaps restore or exceed pre-pandemic levels of participation by volunteers.

PCC continues their efforts to recruit volunteers.

Recommendation #2: Replace the use of a portable boom box with a state of the art, cottage-wide sound system in the infant and toddler cottages for purposes of bringing music therapy to the children.

Recommendation #3: The Commission recommends evaluating the 18-page Resident Orientation Handbook, other PCC materials, and the complaint process, to determine if they are developmentally appropriate for PCC's younger children, and if not, to create developmentally appropriate materials and procedures. Doing this in collaboration with teachers from the lower grade levels could be particularly fruitful.

PCC developed 3 orientation booklets, one for ages 6-10, one for ages 11-17, and one focused on special needs youth.

2024 INSPECTION RECOMMENDATIONS:

The Juvenile Justice commission recommends:

1. PCC publish a Spanish version of their newest orientation booklets.
2. PCC to work with educational partners to create a pathway for students to transfer partial program credits when participating in afterschool programs, such as kitchen and garden work.
3. PCC to work with educational partners to decrease the timeframe for obtaining IEP information.
4. PCC to track all restraint use, separating duplicated and non-duplicated use, beginning January 2025.
5. PCC to explore tracking systems to track the reason a student misses a day of school.
6. Recommendation #2 from the previous inspection remains as a recommendation. PCC incorporate a sound system into the remodeling of the infant and toddler cottages for the purpose of bringing music therapy to the children there.

COMMENDATIONS:

Polinsky has developed 3 orientation booklets, one for children ages 6-10, one for children ages 11-17, and one focused on special needs youth. These booklets provide orientation for the youth coming into the facility. The development included feedback from staff, youth, Rady's and education partners. The booklets are colorful and written at the appropriate educational levels.

The remodeled cottages were spacious and well designed to meet the needs of the youth, including laundry and small kitchenette.

GENERAL COMMENTS FROM THE INSPECTION TEAM:

Polinsky has developed 3 orientation booklets, one for children ages 6-10, one for children ages 11-17, and one focused on special needs youth. These booklets provide orientation for the youth coming into the facility. The development of the booklets included feedback from staff, youth, Rady's and education partners. The booklets are colorful and written at the appropriate educational levels and have been published in English. Due to the number of youth and parents for whom Spanish is their primary language, it is recommended the booklets be published in Spanish as well.

The PCC Pre-Inspection Worksheet reported staff misconduct involving four staff members and children, ages 9, 11, and 12, one being a special needs child. The four staff members are no longer employed at PCC. The victimized children received mental health assistance, and the remaining staff received Pro-ACT retraining. The victimized children did not report the child abuse. There are many reasons why child victims might not report abuse, but the Commission seeks to eliminate ignorance regarding child rights and procedures from being among the reasons.

According to information provided prior to the on-site inspection, PCC reported that determining whether a youth has an IEP/504 Plan takes 5-7 days of the child being enrolled in school. Nevertheless, there is a San Diego County Interagency Agreement that requires this sort of information to be shared within 2 days. This agreement was developed with the leadership of SDCOE and participants included all school districts in the County, law enforcement, the Juvenile Court, Probation, CWS and others.

The inspection team and school personnel at PCC discussed the importance of ensuring that school credits (partial or full), such as CTE credits for cooking, nutrition and gardening, follow the youth to their school in the community. There was also discussion that PCC did not track school absences. Staff reported some youth need an adjustment period when they enter PCC, and the staff use this time to engage with the youth. Nevertheless, keeping track of why children are missing school is important information to have. Of the 27 youth at PCC all but two attended school in the community. The remaining two attended school on site at PCC.

The inspection team learned the facility has a total of 93 cameras, 45 being recently added. The cameras have multiple views and are primarily outdoors. As part of the safety assessment, cameras are reviewed daily by staff.

In the worksheet attached as part of this inspection report, PCC stated they trained all staff using Pro-Act, which is inclusive of restraint techniques, incorporates staff development including instruction and coaching regarding the use of Crisis Communication and understanding and identifying the Crisis Response Cycle. If any restraint is used, they debrief the incident. All factors of the restraint are discussed, including any cultural or needs-based components and intervention strategies. Staff will consult with the Duty Officer and the Protective Services Program Manager to discuss what went well and areas of needed improvement. The initial Pro-Act training is a three-day training course and staff receive refresher trainings each year. All staff receive Special Incident Report (SIR) training for instruction on SIR documentation as well as the reporting process. The Commission learned PCC does not track all use of restraints. It may serve PCC to track restraint use (duplicated youth and non-duplicated youth).

AWOLs continue to remain high. To address and attempt to decrease AWOLs, PCC has instituted the following measures:

1. Crisis and de-escalation training
2. Enhanced Pro-Act Model training
3. Commercially Sexually Exploited Children (CSEC) high risk training.
4. The addition of 45 cameras with guards placed in strategic locations.
5. Training regarding youth self-regulation versus dysregulation, recognizing signs of stress, and moving kids to activities
6. The development of Youth-to-Youth partners who are trained and supported to recognize trauma.

ADMINISTRATION / MANAGEMENT

Admission and Orientation:

Are minors oriented to rules and procedures? Yes No

Are minors given copies of rules and procedures? Yes No

Can minors request that rules and procedures be provided in a language other than English? Yes No

Can parents request that rules and procedures be provided in a language other than English? Yes No

Are minors required to sign a document indicating they understand rules and procedures? Yes No

Are rules and procedures posted anywhere in the facility? Yes No

If yes, please indicate the number of postings and the locations.

Number: 8

Locations: Cottages B, C, D, E, F, G, H, and Intake

Are staff trained in LGBTQI+ competency? Yes No

Has special LGBTQI+, ally and/or bystander training been implemented? Yes No

Do you ask youth their gender identity and preferred pronouns during intake? Yes No

How are LGBTQI+ youth identified upon admission to the facility?

LGBTQIA+ youth are asked their identified pronouns upon entry to Polinsky Children's Center. Staff are also made aware so that they use the youth's identified name and pronouns consistent with the youth's gender identity and expression.

How do you work with youth who identify as non-binary, queer, queergender, non-conforming (neither male nor female)?

Staff use identified pronouns, and youth are placed in the cottage consistent with their request based on their gender identity and expression. The Special Incident Report (SIR) has been updated to reflect a more expansive continuum of gender identities to include male, female, transgender male, transgender female, non-binary, gender queer and other. New staff receive an all-inclusive LGBTQIA+ training to have knowledge on how to meet the needs of our youth. In addition, LGBTQIA+ youth are encouraged to participate in activities that support their emotional well-being, such as attending Pride events, The San Diego LGBT Community Center/Hillcrest Youth Center in Hillcrest and LGBTQIA+ and Our Safe Place (OSP) drop-in centers and attending programming and services at LGBTQIA+ affirming organizations. Youth are also provided with clothing items which affirm their gender identity.

What safety measures are in place to ensure that LGBTQIA+ youth are safe and protected from harmful encounters?

Youth are placed in the cottage consistent with their request based on their gender identity. Cottage staff are vigilant and immediately address any concerns. Staff communicate regularly during shift change meetings to discuss any concerns regarding safety for all children and put a plan in place to keep children safe. All worries and concerns are discussed, and a plan of action is put in place. LGBTQIA+ youth are offered a private bedroom.

What safety measures are in place to help and protect youth transitioning to male or female?

Youth are placed in the cottage consistent with their request based on their gender identity to ensure they feel safe and affirmed. Youth are closely supervised, and staff ensure peer interactions are monitored. Any peer related concerns are addressed immediately. LGBTQIA+ youth are encouraged to openly express their needs and are provided with gender affirming clothing and items such as binders, packers, or any other gender affirming clothing to assist them with social transition and to assist in reducing dysphoria. Youth are supported in seeking and receiving gender affirming medical care.

Are youth made aware of anti-bullying policies and procedures? Yes No

What steps are taken to ensure that minors are explained the rules and procedures in a developmentally appropriate manner?

All children over the age of six are explained the rules by a trauma informed intake worker. The child is given the PCC Resident Orientation Handbook which details the general rules at Polinsky Children's Center. Additionally, they are given handouts with the rules and procedures listed. The children read and sign the handouts. This documentation is placed in the child's file. All children are fully oriented to procedures using age and developmentally appropriate language. Children are provided with verbal and written copies of the California Department of Social Services Community Care Licensing "Personal Rights of Children's Residential Facilities," and with the "Youth Complaint Form" at Intake. Additionally, "Youth Complaint Forms" and a copy of the "Foster Youth Personal Rights" are posted in each cottage and at Intake.

Personal Property and Monies:

Are personal property and monies recorded, stored, and returned upon release? Yes No

Describe the types of personal property that may be kept in sleeping rooms:

Children are allowed to keep personal items in their sleeping rooms such as jewelry, clothing, pictures, money, magazines, books, school supplies, toys, stationery and art supplies, as well as some of their hygiene items (perfume/cologne, make-up). Some of the children have their cell phones and personal electronic equipment in their rooms. Others may elect to have them stored in the Polinsky Children's Center storage.

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Youth Release and Transition:

Are there established protocols for transitioning youth out of the facility and into the community?*

Yes No

*Please attach policy/protocol.

Are transition concerns regarding youth relayed to assigned staff in the community?

Yes No

Has the facility received any complaints from parents/guardians regarding the transition process?

Yes No

If so, how many? N/A

Has the facility received any complaints from attorneys regarding the transition process?

Yes No

If so, how many? N/A

Accommodations for the Disabled:

Does the facility accept youth with disabilities (Emotional, Physical, Special Needs)?

Yes No

Is the facility ADA compliant?

Yes No

Has the facility been found to be non-ADA compliant in the calendar year?

Yes No

Has the facility received any complaints regarding the placement of Youth with disabilities (Emotional, Physical, Special Needs)?

Yes No

Does the facility offer Free and Appropriate Education (FAPE) to Youth with Disabilities?

Yes No

Continue onto next page

EDUCATION/SUPPORT SERVICES

Does the facility provide Educational Services on site? If no, how are educational services provided? Yes No

If Educational Services are provided on-site, please fill out the information below.

Staffing

Positions Filled or Open

STAFF TYPE	NUMBER FILLED	OPEN
Credentialed Teachers	<u>2</u>	<u>0</u>
Credentialed SpEd Teachers	<u>1</u>	<u>0</u>
SpEd Instructional Aides	<u>0</u>	<u>2</u>
Paid Tutors	<u>0</u>	<u>0</u>
Volunteer Tutors	<u>0</u>	<u>0</u>
Other	<u>6</u>	<u>0</u>

Average Student/Teacher Ratio & Average Daily Attendance by Month

MONTH	AVERAGE STUDENT TO TEACHER RATIO	AVERAGE DAILY ATTENDANCE
January	<u>1:2</u>	<u>1 Student</u>
February	<u>Not applicable</u>	<u>0 Students</u>
March	<u>Not applicable</u>	<u>0 Students</u>
April	<u>Not applicable</u>	<u>0 Students</u>
May	<u>Not applicable</u>	<u>0 Students</u>
June	<u>Not applicable</u>	<u>0 Students</u>
July	<u>Not applicable</u>	<u>0 Students</u>
August	<u>Not applicable</u>	<u>0 Students</u>
September	<u>1:2</u>	<u>1 Student</u>
October	<u>Not applicable</u>	<u>0 Students</u>
November	<u>Not applicable</u>	<u>0 Students</u>
December	<u>Not applicable</u>	<u>0 Students</u>

Capacity and Attendance

Number of classrooms in the facility? 4

For each classroom indicated in Question 1, please indicate the following:

For Each Classroom Used During the Calendar Year	Classroom Capacity	Average Number of Students per Classroom	Number of computers per classroom
1	<u>31</u>	<u>1</u>	<u>8</u>
2	<u>31</u>	<u>0</u>	<u>8</u>
3	<u>31</u>	<u>0</u>	<u>PE</u>
4	<u>31</u>	<u>0</u>	<u>Art</u>
5	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
6	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>

Absences

Absences During Calendar Year	Number
How many students did not attend school for one or more days?	<u>2</u>
Average days of absence?	<u>10 days</u>
Average days of absence due to illness?	<u>Not tracked</u>
Average days of absence for disciplinary reasons?	<u>0</u>
Average days of absence for reasons other than illness or discipline?	<u>10 days</u>

When is absence from the classroom or expulsion used as a disciplinary tool?

When a youth is experiencing behavioral difficulties in the classroom, supports and services are provided to help them with emotional regulation and to return to baseline. On site therapeutic services and staff support are available to youth if needed to proactively address behavioral concerns. The San Diego Unified School District (SDUSD) Restorative Discipline Policy has been attached for additional information; however, no youth has been excluded from the classroom or expelled due to behavioral concerns while at the PCC school.

**Please provide the written policy for using absence from the classroom or expulsion as a disciplinary tool.*

Please see the attached Site-Education Code 48900 Discipline policy

Please list reasons other than illness or discipline why a student would not attend school:
School refusal and previous trauma associated with attending school.

Supplies:

Does each student have their own textbook for each subject? Yes No

If not, what is the ratio of students to textbook for each subject: N/A

Please list the reason(s) why students may need to share textbook: N/A

Are the textbooks the most recent version available in California? Yes No

Who is responsible for making sure that textbooks are up to date?

Name: Sylvia Echeverria

Title: Administrator

What school supplies are available to the students (pens, pencils, paper, etc.)?

All necessary school supplies are provided to include but not limited to notebooks, journals, post-its, paper, colored pencils, and art supplies.

What school supplies are students allowed to take to their rooms?

Backpacks, highlighters, paper.

Who is responsible for making sure there are adequate school supplies?

Name: Sylvia Echeverria

Title: Administrator

Do students use computers on a daily basis in each classroom? Yes No

If yes, how many hours per day do students use computers? 1-2 hours.

Are students able to work on homework after the school day ends? Yes No

If yes, how? Youth can complete homework packets in their cottage.

Special Education:

IEP/504 Plan/Autism/Learning Disorders

Type of Plan	Number of Students with Pre-existing IEP's/504 plans	Number of Students tested upon entry to facility	Number of Students receiving support services after entry	Percentage of Students
504 Plan	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
IEP Plan	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
IEP Plan with ERMHS Services	<u>1</u>	<u>1</u>	<u>1</u>	<u>50%</u>
IEP Plan with BIP's or BSP's	<u>1</u>	<u>1</u>	<u>1</u>	<u>50%</u>
Total	<u>2</u>	<u>2</u>	<u>2</u>	<u>100%</u>

The JJC is seeking information regarding the disability classifications of each youth with an IEP. Please indicate how many youths with IEP's this year were classified under each of the following disability classifications:

IEP Classification	Number	IEP Classification	Number
Autism	<u>0</u>	Intellectual Disability	<u>0</u>
Deaf and Blindness	<u>0</u>	Traumatic Brain Injury	<u>0</u>
Deaf	<u>0</u>	Specific Learning Disability	<u>0</u>
Emotional Disturbance	<u>2</u>	Speech and Language Impairment	<u>0</u>
Hard of Hearing	<u>0</u>	Orthopedic Impairment	<u>0</u>
Visual Impairment	<u>0</u>	Other Health Impairment	<u>0</u>
Multiple Disabilities	<u>0</u>	Communication Disabilities	<u>0</u>

Who determines if a student admitted to the facility has an IEP/504Plan?

Name: Charisma DeLos Reyes

Title: San Diego County of Education – Foster Youth Services Coordinating Program

How soon is this determination made after a student is admitted?

The IEP/504 determination is made within 5-7 days of the child being enrolled at school.

How are a student's IEP/504 Plan records obtained?

Records can be requested by the San Diego Unified School District as well as the on-site school clerk or any other on-site school staff.

How long does it typically take to obtain such records?

It usually takes two days to one week to obtain the records after they are requested.

For students with IEP/504 Plans, please provide the following:

Type of Service	Provided at Facility?	In a Separate setting?	How often?	Provider
ERMHS	Yes	N/A	As stated on IEP	SDUSD Provider
Counseling	Yes	N/A	As stated on IEP	School Counselor/ Psychologist
Speech and Language Services	Yes	N/A	As stated on IEP	SLP School Staff
Occupational Therapy	Yes	N/A	As stated on IEP	OT School Staff

*If the answer to any of the items in the table is no, please explain: N/A

General Education

On average, how soon after a student is admitted to facility do school staff have access to their previous records?

On average, staff have access to a student's previous records 1-5 days after the student is admitted to the facility.

What is the timeline between disenrollment and enrollment in school?

The timeline between disenrollment and enrollment into school is 24 hours.

What is the average grade level of students at the facility?

Both students enrolled at the PCC on-site school were in high school grades 9-12.

What training do General Education teachers have to recognize when a student requires an initial assessment to determine eligibility of Special Education services?

Teachers meet with the school psychologist and counselor to discuss any academic concerns impacting school performance. In addition, the school psychologist is on-site and in the classroom observing instruction. Informal assessments are also conducted to determine if a child requires additional support.

What training do General Education teachers have with regard to effectively teaching students with:

A. A learning disability? General Education is supported by Special Education teachers.

B. An emotional disturbance? All teachers are credentialed and have received in-services in trauma informed care and best instructional practices.

C. Significant attention issues? Teachers receive on-going in-service trainings on working with children and youth with complex care needs.

Credentialed Special Education Teachers:

Do Credentialed Special Education teachers participate in lesson planning and curriculum development? Yes No

If yes, how often do they meet with teachers? All teachers meet once a week to discuss lesson-planning and curriculum development.

Do credentialed Special Education teachers instruct students in any classes? Yes No

IEP Meetings:

Are IEP meetings held whenever annual meetings for an eligible student are due? Yes No

Are IEP meetings held when an eligible student arrives in the facility and attends school? Yes No

What is the average length of time between a student's arrival at the facility and their first IEP meeting? Per Education Code, the first IEP meeting must occur within thirty days of a student's arrival at the facility. Yes No

Are IEP meetings held if a student is in the facility for more than thirty days? Yes No

If no, why not? N/A

Are parents notified of the meetings? Yes No
If yes, how? The school will call or email the educational rights holder as well as the parents, when appropriate, to invite them to the student's IEP meeting.

Describe the most common obstacle to IEP compliance:
The most common obstacle to IEP compliance is coordinating with the Educational Rights Holder.

General Special Education Questions:

Are staff trained to implement BSP's and BIP's? Yes No

Are resources available to accommodate students with Special Education needs? Yes No

If so, please describe: Specialized Academic Instruction (SAI) resources include speech, occupational therapy, physical therapy, mental health services, small group instruction, as well as modification of the curriculum to meet each student's needs.

How many students are brought to the facility directly from school? N/A

In the last calendar year, how many students were referred by the IEP Team at the facility to a Residential Treatment Center? No students were referred by the IEP team to a Residential Treatment Center.

Post-High School/GED Programs:

How many students are taking courses for college credit online? 0
At what college? N/A

Are students given information and counseling regarding community college and four-year college options? Yes No

Are students given information and counseling regarding financial aid options for college? Yes No

Are students given resources for college entrance exam preparation? Yes No

Do students in the facility take military readiness testing? Yes No
If yes, are they required to do so? Not applicable.

Career Technical Education (CTE):

What Career Technical Education (CTE) programs are available in the facility?
CTE's are not offered at the facility; however, the school counselor informs the youth about the CTE program, and if a youth requests further information on CTE's, the school counselor will provide resources for programs in the community.

Do CTE opportunities have sufficient space and resources for the number of students who are interested in participating? N/A Yes No

Are programs scheduled so all students can participate in all programs? N/A Yes No

If no, how many students have been denied participation in one of these programs in the last calendar year?

What are the credential/certificates of the CTE educators?
N/A

Special Programs and Activities:

What other special programs or activities take place in the classroom?
Programs available in the school setting include weekly Social Emotional Learning (SEL) groups and technology programs such as Robotics and Sphero's.

What programs or situations would result in a student leaving the classroom during school hours?
A child would only leave the classroom during school hours to attend court or have medical/dental appointments.

Independent Study:

What independent study options are available?
If a student was placed into an Independent Study program prior to being placed at Polinsky, the designated Educational Liaison will work directly with the prior school to discuss options, including the youth remaining in the Independent Study program. The youth also have the option to decide to attend an Independent Study program after being enrolled at the on-site school if it is in their best interest. Each student works closely with their school counselor to determine the best educational option.

When is independent study used?
Independent Study is used when a student's credits/transcripts indicate that a student would best serve under the Independent Study option.

SECURITY AND CONTROL

Permanent Logs:

Are there policies and procedures in place that describe the types of incidents and occurrences which must be documented on a daily basis? Yes No

Are these logs stored electronically? N/A Yes No

If logs are stored electronically, is there sufficient technical support to ensure that the electronic files that contain these logs are not compromised, corrupted, or deleted? N/A Yes No

Security Features:

Does the facility have security features (cameras, locks, alarms, etc.)? Yes No

If yes, please describe security features:

There are 93 cameras throughout the facility which can be reviewed. In addition, there are alarms on the emergency side doors.

Are there staff members on site who have the skills to maintain security features? Yes No

Security Inspections:

Does the administrator in charge visually inspect the facility for security-related concerns? Yes No

If yes, how often: Weekly visual inspections are conducted on and around the perimeter of the Polinsky Children's Center campus. Visual inspections are also performed randomly and on an as needed basis to investigate all security related concerns. Please note that security guard's complete perimeter rounds one time per hour seven days per week and also at various times as needed.

Are random reviews of security tapes conducted? N/A Yes No

If yes, how often: Security footage is reviewed one time per week.

Control of Dangerous Materials:

Are dangerous materials (toxins, biohazards, etc.) stored on site? Yes No

If yes:

A. What materials are stored?
N/A

B. Where are materials stored?
N/A

C. Do youth have access to the dangerous materials? Yes No
If yes, what protocols are in place to ensure Youth safety?
N/A

Non-Hazardous Furnishings:

Are mattresses and bedding fire-resistant and non-toxic? Yes No

Control of Contraband:

Are there written policies that describe contraband? Yes No

Are there written policies that describe the disposition of contraband? Yes No

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Has a weapon been found in the facility during the calendar year? Yes No
If yes, where? A torch light and gel pepper spray were located in the intake area prior to the youth going onto campus. A pepper spray was located in one of the cottage bedrooms, which was confiscated by staff.

Has a Youth been found in possession of any illegal controlled substance (i.e. alcohol, tobacco, or drugs) during the calendar year? Yes No

A. How many incidents during the calendar year? 211

B. Please describe the type of contraband:

Most items including marijuana, cocaine, tobacco cigars & cigarettes as well as vaping devices were confiscated upon intake and before entry onto campus. Please note that Polinsky staff are not able to search any interior clothing/undergarments due to personal rights and per Community Care Licensing (CCL). As a result, youth have hidden contraband on their person and brought it on to campus. Staff consistently monitor unauthorized items on campus and are able to remove contraband from the campus when items have been located and identified.

Resident Searches:

Do staff search sleep areas/rooms? Yes No

If staff search sleep areas/rooms, do staff search in the presence of the youth? Yes No

If staff search sleep areas/rooms, is clean bedding or clothes mixed with soiled bedding or clothes during this process? Yes No

Accountability and Supervision:

Describe measures taken to ensure that youth are supervised in a manner that provides for youth and staff safety. [Please be prepared to discuss during the inspection.]

Staff to child ratio is 1:4 for children over the age of six and 1:3 for children under the age of six. In addition, children may be staffed 1:1 if needed. Staff conduct physical counts of all children in their care throughout each shift and as requested by the Duty Officer. Mandatory counts occur several times throughout the day including mealtimes, bath time, return to/from school, before, during, and after community outings, and at bedtime with random bed checks every 15 minutes during the overnight shift. Bed checks are completed every 5 minutes during the overnight shift for youth who have the need for enhanced supervision. Children under the age of 12 are only prevented from leaving campus via manual restraint when written into their Individual Needs and Services Plan for their safety and well-being.

Use of Force:

Does the facility utilize "use-of-force" techniques? Yes No

If yes, does the facility have written policies regarding use of force? N/A Yes No

Please highlight if the policy includes the following:

- A. Staff Development
 - a. Including "staff-to-staff" intervention strategies
 - b. Training (Evidenced based/Culturally Competent)
- B. Documentation Process
- C. Reporting Process
- D. Use of Force Review Process

If not, how do you ensure staff development, documentation, reporting, and review processes occur?

N/A as use-of-force is not utilized at Polinsky.

Use of Restraints:

Does the facility utilize "restraint" techniques? Yes No
If yes, does the facility have written policies regarding "use-of-restraint"? N/A Yes No *Please highlight if the policy includes the following:*

- A. Staff Development
 - a. Including "staff-to-staff" intervention strategies
 - b. Training (Evidenced based/Culturally Competent)
- B. Documentation Process
- C. Reporting Process
- D. Use-of-Restraint Review Process

Pro-Act policy, which is inclusive of restraint techniques, incorporates staff development including instruction and coaching regarding the use of Crisis Communication and understanding and identifying the Crisis Response Cycle. After any restraint, there is a debrief process which includes a training/coaching component where all factors of the restraint are discussed such as any cultural or needs-based components and intervention strategies. During the debrief portion, staff consult with the Duty Officer as well as the Protective Services Program Manager to discuss what went well and if there are any upgrades identified. Staff receive a three-day Pro-Act training and also receive Pro-Act refresher trainings on a yearly and as needed basis. All staff receive Special Incident Report (SIR) training for instruction on SIR documentation as well as the reporting process.

If not, how do you ensure staff development, documentation, reporting, and review processes occur?
N/A

Tool & Equipment Control:

Is there a written policy to ensure the adequate control of keys?
Is there a written policy to ensure the adequate control of tools? Yes No
Is there a written policy to ensure the adequate control of culinary utensils and equipment? Yes No
Is there a written policy to ensure the adequate control of medical equipment? Yes No
Is there a written policy to ensure the adequate control of supplies? Yes No
Is there a written policy to ensure the adequate control of vehicles? Yes No
Weapons Control: Yes No

Are weapons of any types permitted in the facility?
The only weapons allowed in the facility are those carried by law enforcement officers. Yes No
Is there a weapons locker on site?

Discipline:

Does the facility have written policies that describe the discipline process? N/A Yes No
If yes, Do the policies include Culturally Competent and Evidence Based practices? N/A N/A Yes No

Are measures taken to ensure that due process is preserved? N/A Yes No

What percentage of discipline grievances/appeals are resolved in support of the Youth? N/A%

Contingency/Emergency Plans:

Are there written plans in place for the following contingencies/emergencies? Check all that apply.

- Contagious disease outbreak (Tuberculosis, Flu, etc.)
- Earthquake
- Fire
- Power outage/failure
- Unit Disturbance or Riot
- Other: Cottage Disturbance
- Other: N/A

HOSPITALIZATION, ASSAULT AND AWOL HISTORY:

Peer-to-Peer Assaults in Calendar Year:

Total number of Peer-to-Peer Assaults: 168

Total number of Peer-to-Peer Assaults resulting in injury requiring treatment: 102

Total number of Peer-to-Peer Assaults resulting in referral to:

- 0 Community Based Organization
- 0 Social Worker
- 0 Probation
- 16 Law Enforcement
- 0 Other:

Total number of Peer-to-Peer Assaults resulting in youth being removed from the facility by:

- 4 Law Enforcement
- 0 Probation
- 0 Social Worker

Resident-to-Staff Assaults in Calendar Year:

Total number of Resident-to-Staff Assaults: 149

Total number of Resident-to-Staff Assaults resulting in injury requiring treatment: 27

Total number of Resident-to-Staff Assaults resulting in referral to:

- 0 Community Based Organization
- 0 Social Worker
- 0 Probation
- 8 Law Enforcement
- 0 Other:

Total number of Resident-to-Staff Assaults resulting in youth being removed from the facility by:

- 5 Law Enforcement
- 0 Probation
- 0 Social Worker

Serious Incidents During the Calendar Year:

Number of suicides: 0
Number of attempted suicides: 0
Number of deaths from other causes: 0

**Please provide written policies and procedures related to Suicide and Suicide Attempts.*

Hospitalizations:

Number of instances of injury that required: first aid, medical intervention, or hospitalization in Calendar Year: 912

Number of Youth Hospitalized due to Mental Health reasons in Calendar Year: 14 Average length of stay in Hospital: 2 days.

Number of Youth that returned to the facility after hospitalizations: 12

**Please provide written policies and procedures related to Youth Hospitalization.*

AWOLS

Number of Instances: 1152
Number of Youth (non-duplicated): 158

Does the facility have written policy and procedures regarding AWOL?

Yes No

**Please provide a copy*

FACILITY BACKGROUND

Other Inspections (please list most recent inspections and dates):

Community Care Licensing: 8/17/2023 and 3/19/2024

Fire Marshal: 1/26/2024

Department of Environmental Health: 9/28/23

Other: N/A

Other: N/A

Date of Last Fire Drill: 12/1/2023

Date of Last Lock Down Drill: N/A

Resident/Staff Composition and Communication:

Ratios: Under age 6, staff to child ratio - 1:3 (24 hours per day). Over age 6, staff to child ratio - 1:4 (24 hours per day). Staff will recognize and respond to the inherent uniqueness of each child's situation, personality and needs while engaging each and every child. In addition, there is a Resident Handbook that children receive when they go through the intake process and are fully oriented to procedures with careful attention to the age and developmental ability of every child. Intake staff also sit with each child and fill out the "All About Me" worksheet in order for Cottage Staff to learn more about each child, in their own voice. Child friendly bulletin boards with Youth Rights are posted in all cottages and Youth Complaint & Engagement boxes are easily accessible to every youth.

General Facility Condition:

The campus includes six residential home-like cottages, an infant nursery, medical clinic, school, library, cafeteria, gymnasium, two swimming pools, three playgrounds, and an athletic field. Polinsky Children's Center also boasts an expansive intake and interactive visitation area as well as a standalone laundry room. Polinsky Children's Center also houses an administrative building, serving as the operational headquarters for the campus.

Housing/Sleeping Accommodations:

Polinsky Children's Center holds six residential cottages as well as an infant nursery. Five of the six cottages (D-H) are utilized for older children and are situated in the center of the campus. Cottages D-H have a total of 13 bedrooms each and the Infant and Toddler Cottage have a total of 10 bedrooms each. Each cottage has separate bedrooms, a day room, dining room, kitchen, and an outdoor patio area. Children are cohorted by age group. Common areas include a kitchen, phone room and living room.

Storage:

Polinsky Children's Center has multiple storage areas at its disposal. These include an upstairs closet storage area in each of the cottages as well as a personal dresser in each room for a child's personal belongings. The Polinsky warehouse provides storage for many supplies and donations that assist with daily operations such as hygiene items and toys. Polinsky also has emergency storage container(s) throughout the campus and a storage area in the kitchen used for dry goods, pantry items as well as emergency supplies.

Facility Capacity:

Polinsky Children's Center is licensed for 204 children.

Average Length of Stay:

The average length of stay for calendar year 2023 was 19 days.

TRAINING, PERSONNEL, AND MANAGEMENT

Child Supervision and Staffing Levels:

Staff to child ratio is 1:3 for children under the age of six and 1:4 for children over the age of six. Additional staff are available to provide 1:1 enhancement supervision for children with special needs and behavioral concerns.

Training: *[Specify types, frequency and what roles are required to attend]*

Polinsky Children's Center staff are required to complete 76 hours of initial training that includes New Staff Orientation, Children in Transition, Mandated Child Abuse Reporting, Special Incident Report Writing, Trauma Informed Practice, Workplace Violence, Nurtured Heart Approach, Pro-Act, Food Safety, Water Safety, CPR/AED and First Aid, and Universal Safety Precautions. Staff working with children under the age of six are also required to take 48 hours of additional training to include but not limited to the following topics: abuse, neglect and development, bonding and attachment, cultural competency, trauma and brain damage, preventative health practices, and limit setting. Refresher courses are available to staff every 1-3 years, depending on the class.

Staff Background and Reference Checks:

- Do staff members have an initial background before they are hired? Yes No
- Do staff members have reference checks before they are hired? Yes No
- Do staff members meet with a psychologist before they are hired? Yes No
- Do staff members undergo drug testing before they are hired? Yes No
- Do staff members undergo periodic criminal history checks after they are employed? Yes No

If yes, date of last periodic background check: N/A

If no, what safeguards are in place to capture staff criminal conduct?

Polinsky Children's Center receives ongoing status notifications of any criminal history or new arrests.

GRIEVANCES, REPORTING INCIDENTS AND STAFF MISCONDUCT

Problems/Complaints Affecting Facility During the Calendar Year:

- Court Orders Affecting Facility (please have available, if applicable): Yes No
- Pending Litigation: Yes No
- Does the facility have a formal grievance policy? Yes No

Grievances:

Number of Written Complaints / Grievances Involving:

- Residents (youth): 20
- Attorneys: 0
- Family Members: 0
- Medical: 0
- Other: N/A

- Are written grievances reviewed daily? Yes No
- Are grievances tracked in some manner that would permit facility leaders to observe trends in grievance reports? Yes No
- Is there a method for youth to be able to express concerns about the facility to a staff member who is not assigned to their cottage? Yes No

Continue onto next page

Are youth made aware on a routine basis that they can express concerns about their placement to their case worker, social worker and/or attorneys? Yes No

Reporting of Incidents:

Youth Complaint & Appeal Forms are placed in every cottage. Complaints are collected daily, logged and forwarded to management for their review. Youth are able to appeal their grievance, which can be elevated to the director of the facility.

Staff Misconduct:

Are there written policies for addressing staff misconduct? Yes No

Have there been any allegations in the calendar year of a staff member physically assaulting a youth? Yes No

Have there been any allegations in the calendar year of staff member sexually assaulting a youth? Yes No

Have there been any allegations in the calendar year of a staff member verbally threatening a youth? Yes No

Have there been any allegations in the calendar year of a staff member touching a youth in any inappropriate way? Yes No

Have there been any allegations in the calendar year of a staff member commenting on the physical appearance of a youth in a manner that is outside the scope of the staff member's job duties? Yes No

Have there been any allegations in the calendar year of a staff member entering a youth's sleeping room for any reason that was outside the scope of the staff member's job duties? Yes No

If the answer is yes to any of the inquiries related to allegations, is there written documentation of the incident, follow-up, and responsive action? Yes No

Please describe the circumstances related to any of the allegations noted above:

There were 37 total investigations conducted by Community Care Licensing during the 2023 calendar year. These included physical and sexual abuse allegations, not providing dignity and respect to a child in care, not meeting a child's dietary needs and a personal rights violation. Polinsky had 8 investigations concluded as Unfounded, 23 investigations concluded as Unsubstantiated and 3 investigations concluded as Substantiated. The staff involved in the substantiated allegations are no longer at the Polinsky Children's Center.

CLASSIFICATION

Describe how youth are identified and appropriately placed within the facility:

**Please provide written policies and procedures*

Youth at Polinsky Children's Center are housed based on their ages. Children under the age of six are placed in Cottage B (babies) and C (toddlers). Children between the ages of 6 and 12 are housed in gender-neutral cottages. Youth over the age of 12 are housed in separate cottages.

COUNSELING AND CASEWORK SERVICES

Polinsky Children's Center contracts with New Alternatives, Incorporated (NAI) to provide mental health services on-site. Services are trauma informed and include crisis intervention and mental health support. A team of mental health professionals ensure that children who suffer from serious psychiatric and psychological disturbances are identified and provided appropriate mental health care at Polinsky Children's Center. When requested, NAI staff meet to assess children who may be experiencing common reactions, such as sadness and anxiety, to their new environment. Staff provide an array of mental health services including crisis intervention, psychosocial behavior health assessments, psychiatric assessments, medication support or management, individual or group therapy, case management and intensive care coordination. In addition, children receive services pursuant to their case plan as directed by their County social worker.

PROGRAMS AND ACTIVITIES

School Program:

The San Diego Unified School District operates a school on site for children pre-kindergarten through high school. Children attend this school if they are unable to attend their school of origin. Bilingual assistance and special education are provided. Polinsky Children's Center and the San Diego School District coordinate the transportation of children to and from their schools of origin. In calendar year 2023, there were only 3 youth enrolled at the PCC school as many school age children are transported to their school of origin.

Parenting Classes:

Parenting classes for youth at Polinsky Children's Center are not offered; however, youth can be transported to classes in the community. We also provide expecting teen moms reading materials such as, "What to Expect When You Are Expecting," and "Guide to a Healthy Pregnancy."

Recreation and Exercise:

Polinsky Children's Center offers structured exercise activities through a contract with Healthy Adventures. Polinsky Children's Center also offers a running club, swimming at an on-site pool, healthy eating cooking classes, and a community garden. These activities are monitored and coordinated by the Polinsky Recreational Therapist. Our Recreational Therapist also organizes and strategizes events and outings, working with outside vendors and partners, that provide enrichment activities for our youth.

Religious Program:

Religious services are voluntary. Polinsky Children's Center has the ability to coordinate and provide transportation for youth to go off campus to the religious program/affiliation of their choice and provides bibles upon request. Religious food restrictions are also adhered to.

Work Program/Vocational Training:

Per their request, teens are able to have a part-time job and/or attend vocational training. Polinsky Children's Center also provides appropriate interview clothing and any uniform supplies after hire, such as non-slip work shoes and uniforms.

Visiting:

Polinsky Children's Center offers supervised and unsupervised visits in an identified family visitation area on campus. This area provides games, books and interactive toys for our visitors to enjoy as well as an outside patio area with tables.

Correspondence:

At Polinsky Children's Center, children have the ability to receive and write letters, as well as make and receive phone calls.

Access to Legal Services:

Each child is assigned an attorney through Children's Legal Services who has access to the child for visits/interviews at Polinsky Children's Center. Each child is provided a private space to speak to their attorney.

HEALTH SERVICES

MEAL SERVICE

Are kitchen staff members trained regarding sanitation and food handling procedures? Yes No

Have kitchen staff members received any training in the calendar year other than training given to newly hired employees? Yes No

If yes, describe what the training included:

- January: Knife Safety
- February: Customer Service
- March: Plate Presentation
- April: Food Safety
- May: Liberalized Diet
- June: Food Safety
- July: Hazard Analysis and Critical Control Points (HACCP)
- August: Food Allergen
- September: Cleaning & Sanitizing
- October: Personal Hygiene
- November: Prep Cook and Serve
- December: Purchase, Receive, Store

Do youth work in the kitchen? Yes No

If yes above, have they been trained? Yes No

Describe the types of work youth perform: N/A

Are meals served cafeteria style? Yes No

Are youth permitted 20 minutes or more to eat? Yes No

Who/what agency maintains the kitchen area? Summit Food Service

Adequate and Varied Meals:

Is there a weekly menu posted? Yes No

Does a nutritionist, dietitian, or other health professional participate in the creation of the menu? Yes No

How many calories per day does a youth who eats all of the standard meals provided consume? Calories vary for different age groups and needs.

What approximate percent of calories are from the following:

Protein: 16%

Carbohydrate: 59%

Fat: 25%

Are weaker youths protected from having food taken from them? Yes No

Special Diets:

Can special diets be accommodated when medically necessary? Yes No

Was the facility unable to accommodate a special diet based on medical reasons during the calendar year? Yes No

If yes:

A. What accommodations was the facility unable to meet?
N/A

B. What modifications to accommodate the youth?
N/A

Can special diets be accommodated when based on a youth's religious practices or beliefs? Yes No

Was the facility unable to accommodate a special diet based on a youth's religious practices or beliefs in the calendar year? Yes No

If yes:

A. What accommodations was the facility unable to meet?
N/A

B. What modifications to accommodate the youth?
N/A

SANITATION

Clothing and Personal Hygiene:

Are youth provided with personal hygiene products upon entry to the facility? Yes No

If yes, what policies are in place to ensure Culturally sensitive products are provided accordingly? Polinsky Children's Center offers textured hair care products for African American children. Staff are trained for specific hair care and youth are taken to specialized salons for their hair care needs.

If no, are youth provided a stipend to purchase their own products? N/A Yes No

Bedding and Linens:

How often are clean linens provided to youth? Clean linens are always available in cottages.

How often are clean blankets provided to youth? Clean blankets are always available in cottages.