



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION OF CHILD WELFARE SERVICES  
LANSING

ROBERT GORDON  
DIRECTOR

February 21, 2020

Stephanie Dettloff  
Child & Family Services - Northeast Michigan  
1044 US-23 N  
Alpena, MI 49707

RE: License #: CB040201041  
Investigation #: 2020C0114009  
Child & Family Services - Northeast Michigan

Dear Ms. Dettloff:

Attached is the Special Investigation Report for the above referenced facility. Due to the violations identified in the report, a written corrective action plan is required. The corrective action plan is due 15 days from the date of this letter and must include the following:

- How compliance with each rule will be achieved.
- Who is directly responsible for implementing the corrective action for each violation.
- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance is achieved.
- The signature of the responsible party and a date.

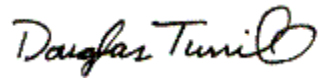
If you desire technical assistance in addressing these issues, please feel free to contact me. In any event, the corrective action plan is due within 15 days. Failure to submit an acceptable corrective action plan will result in disciplinary action.

**FOR CWL ONLY**

Please note that violations of any licensing rules are also violations of the MSA and your contract.

Please review the enclosed documentation for accuracy and contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please contact Claudia Triestram, Area Manager, at 616-552-3662.

Sincerely,

A handwritten signature in cursive script that reads "Douglas Turrill". The signature is written in black ink and is positioned above the printed contact information.

Doug Turrill, Licensing Consultant  
MDHHS\Division of Child Welfare Licensing  
Suite 11  
701 S. Elmwood  
Traverse City, MI 49684  
(231) 383-5531

enclosure

**MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION OF CHILD WELFARE LICENSING  
SPECIAL INVESTIGATION REPORT**

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	CB040201041
<b>Investigation #:</b>	2020C0114009
<b>Complaint Receipt Date:</b>	11/26/2019
<b>Investigation Initiation Date:</b>	11/26/2019
<b>Report Due Date:</b>	01/25/2020
<b>Licensee Name:</b>	Child Family Services of NE Michigan
<b>Licensee Address:</b>	1044 US-23 N Alpena, MI 49707
<b>Licensee Telephone #:</b>	Unknown
<b>Administrator:</b>	Stephanie Dettloff, Designee
<b>Licensee Designee:</b>	Stephanie Dettloff, Designee
<b>Name of Facility:</b>	Child & Family Services - Northeast Michigan
<b>Facility Address:</b>	1044 US-23 N Alpena, MI 49707
<b>Facility Telephone #:</b>	(989) 356-4567
<b>Original Issuance Date:</b>	05/01/1990
<b>License Status:</b>	REGULAR
<b>Effective Date:</b>	12/21/2018
<b>Expiration Date:</b>	12/20/2020
<b>Capacity:</b>	Unknown
<b>Program Type:</b>	CHILD PLACING AGENCY, PRIVATE

## II. ALLEGATION(S)

	Violation Established?
It is alleged that an adoption took 18 months to complete.	Yes
It is alleged that the foster parent was not receiving payment for the children in her care.	No
Additional Findings	Yes

## III. METHODOLOGY

11/26/2019	Special Investigation Intake 2020C0114009
11/26/2019	Special Investigation Initiated - Letter Email to complainant
11/26/2019	Contact - Face to Face Interview complainant
01/06/2020	Contact - Face to Face Interview staff
01/06/2020	Contact - Document Received
02/03/2020	Contact - Face to Face Interview staff
02/20/2020	Inspection Completed-BCAL Sub. Compliance
02/20/2020	Exit Conference

### ALLEGATION:

It is alleged that an adoption took 18 months to complete.

### INVESTIGATION:

On November 26, 2019 a special investigation was initiated into the allegations described above. A foster parent and agency staff were interviewed. Documents were received and reviewed. What follows is information obtained from the aforementioned sources.

On November 26, 2019 Foster Parent 1 was interviewed. She offered the following information. The agency started work on the adoption in May 2018 and the adoption was not finalized until October 10, 2019. Foster Parent 1 reported that the agency would lose paperwork and there were multiple changes in adoption workers which held up the adoption process.

On January 6, 2020 the Chief Administrator for the agency was interviewed. The Chief Administrator acknowledged that the adoption process did take 18 months to complete. She reported that child assessments were not completed on time and this held up the adoption process. The Chief Administrator reported that the adoption process started in March 2018 and the adoption was finalized on October 10, 2019.

On January 6, 2020 and February 3, 2020, the Program Supervisor was interviewed. The Program Supervisor reported that the children were referred for adoption on March 26, 2018. She reported that various factors occurred which held up the adoption process. The Program Supervisor cited staff turnover and a failure on the part of the agency to complete required paperwork on time resulted in the length of time for the adoptions to be finalized. The Program supervisor reported that the DHHS -1927 child evaluations were not completed until June 4, 2019.

A review of the files indicate that the child assessments were not completed until June 4, 2019. The children were referred for adoption on March 29, 2018.

<b>APPLICABLE RULE</b>	
<b>R 400.12708</b>	<b>Child evaluation.</b>
	<b>(1) A social service worker shall complete a written assessment of each child available for adoption within 60 days of the child being referred for adoption. The assessment shall include all information available in the foster care file from the date the child entered care and shall meet all requirements of section 27 of 1939 PA 288, MCL 710.27.</b>
<b>ANALYSIS:</b>	The children were referred for adoption on March 29, 2018. The child assessments were not completed until June 4, 2019, a period of 14 months beyond the 60 day time frame as required by the rule. This factor contributed to the 18 months it took to complete the adoption process.
<b>CONCLUSION:</b>	<b>VIOLATION ESTABLISHED</b>

**ALLEGATION:**

It is alleged that the foster parent was not receiving payment for the children in her care.

**INVESTIGATION:**

During the onsite visit on February 3, 2020 the Chief Administrator provided me with a series of emails that occurred between the Iosco/Alcona DHHS office and Child and Family Services Northeast. An email dated November 18, 2019, from a BSC 1 Leader to interagency DHHS personnel and the agency Chief Administrator indicates that payment for 10-11 days for one of the children in the care of the Foster Parent 1 was withheld. The email indicates payment was interrupted because the local office was unable to amend a service authorization. An email dated December 5, 2019 from the BSC 1 Leader to interagency DHHS personnel and the agency Chief Administrator indicates that the service authorization was amended but the BSC 1 Leader could not tie in a funding source to allow for reimbursement. An email dated December 5, 2019 from DHHS Worker 1 indicates that the funding source problem was resolved. An email dated December 5, 2019, from the BSC 1 Leader to interagency DHHS personnel and the agency Chief Administrator indicates that payments should show overnight. An email dated December 6, 2019 from the BSC 1 Leader to interagency DHHS personnel and the agency chief Administrator indicate that payments for the foster child are pending to CFSNE for the September 30, 2019 to October 9, 2019 time period.

During the February 3, 2020 on site visit the Chief Administrator provided me with documentation of a Chemical Bank check from Child and family Services Northeast payable to Foster Parent 1 for a sum of \$665.64. The Chief Administrator reported that this check was provided to Foster Parent 1 to compensate and assist the family until the funding problem was resolved. An email dated November 19, 2019 from the Chief Administrator to Foster Parent 1 asks the Foster Parent 1 if they had received the agency check. An email dated November 19, 2019 from Foster Parent 1 to the Chief Administrator states they received the check and they thanked the agency.

<b>APPLICABLE RULE</b>	
<b>FOM 903-03</b>	<b>Payment for foster family/relative care</b>
	<p>Payments for the care of a child in a placement from child care fund (CCF), state ward board and care (SWBC), title IV-E, limited term emergency foster care and Unaccompanied Refugee Minor (URM) fund sources are routed, approved and amended in MISACWIS. For age appropriate rates see FOM 905-3, Foster Care Rates.</p> <p>The entire rate paid to the placement agency foster care (PAFC) provider for maintenance, clothing allowance and any determination of care (DOC) shall be paid by the PAFC provider to the foster families/relatives providing the care.</p>
<b>ANALYSIS:</b>	<p>Evidence indicates that the failure of payment to the foster parent for the time period from September 30, 2019 to October 9, 2019 was due to a systemic problem beyond the control of the agency. The agency was working closely with the BSC 1 Leader to correct the problem which was accomplished on December 5, 2019. In the interim the agency provided Foster Parent 1 with a check to cover child care expenses until the problem was resolved.</p>
<b>CONCLUSION:</b>	<b>VIOLATION NOT ESTABLISHED</b>

#### **ADDITIONAL FINDINGS:**

The Chief Administrator reported that due to the length of time, the foster parent/adoptive family fingerprints for Foster Parent 1 had expired and the foster parent had to be re-fingerprinted. and this also held up the adoption process. The Chief Administrator reported that the adoption process started in March 2018 and the adoption was finalized on October 10, 2019.

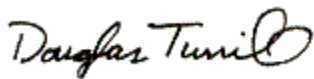
The Program Supervisor also reported that the adoptive parent fingerprints had expired on June 7, 2019 and the parents were not re-fingerprinted until July 24, 2019.

The file indicates that fingerprints for Foster Parent 1 had expired on June 7, 2019. Fingerprints were then completed on July 24, 2019.

<b>APPLICABLE RULE</b>	
<b>SRM - 200</b>	<b>Fingerprints</b>
	<b>Fingerprints are required for all individuals applying to become licensed foster parents or adoptive parents in the state of Michigan, in addition to chief administrators and licensee designees of Child Placing Agencies (CPA) and Child Caring Institutions (CCI).</b>
<b>ANALYSIS:</b>	The foster/adoptive family fingerprints expired on June 7, 2019 and the parents were not re-fingerprinted until July 24, 2019. This factor also contributed to the length of time it took to complete the adoption process.
<b>CONCLUSION:</b>	<b>VIOLATION ESTABLISHED</b>

#### IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan the recommendation is for continuance of the regular license.



February 21, 2020

Doug Turrill  
Licensing Consultant

Date

Approved By:



February 21, 2020

Claudia Triestram  
Area Manager

Date