

**San Diego County Juvenile Justice Commission**

**Pre-Inspection Worksheet**

**Data from Calendar Year 2019**

<b>Facility Name:</b> Polinsky Children's Center	
<b>Facility Type:</b> Shelter Care	
<b>Facility Address:</b>  9400 Ruffin Court San Diego, CA 92123-5399	<b>Date of Inspection:</b> September 9, 2020
	<b>JJC Chair:</b> Yvette D. Klepin
	<b>JJC Admin. Officer:</b> Scott Brown <b>JJC Admin. Assistant:</b> Vanessa Ramirez
	<b>CWS Director:</b> Kimberly Giardina
	<b>Presiding Judge of the Juvenile Court:</b>  Honorable Ana España
<b>Facility Administrator:</b> Elly Chung, Protective Services Program Manager	<b>Telephone:</b> (858) 616-5810
<b>JJC Inspection Team:</b> Tezeru Teshome, Paco Carbajal, Maya De La Torre, Darwin Fishman and Jen Mendel	
<b>Staff and Representatives Interviewed / Met with in Person:</b> Will Durning, Elizabeth Rosas, Norma Rincon	
<b>Overview:</b>  On September 9, 2020 the Juvenile Justice Commission (JJC) inspection team conducted the PCC facility inspection via Zoom due to the COVID-19 pandemic. During this inspection the Commission was informed that Pre-COVID-19 the average stay at PCC was 10-12 days. During COVID-19 the average stay is 17-27 days. Unlike many institutions of care when COVID-19 reached pandemic status, PCC was well equipped with medical support and space of 10 acres to maintain a COVID-19 free environment. Located near Rady Children's Hospital, they received daily testing and volunteer support to make sure the revolving - not accumulating - increase in attendance did not interfere with the overall health of the facility. On September 9, 2020, the Census at Polinsky Children's Center was 83 youth.	

**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, to provide leadership for citizen action 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

1. AWOLS have increased. However, staff make great efforts to maintain youth safety (talking with youth as they leave, following from a safe distance, providing passes when appropriate). The majority of AWOLs and AWOL attempts are duplicated.
2. PCC and San Diego Unified School District should also be commended for continuing to provide a robust educational model despite dwindling numbers and while ensuring most youth receive continuity of educational services through their home schools and related services are available on site.
3. PCC staff expressed that keeping children engaged with sufficient activities can be challenging. They would welcome the addition of a Child Development expert to the staff. Currently PCC has a robust arts program and offers music, martial arts and an athletic trainer.
4. Although there is a high number of written complaints, this is largely because staff directs residents to document all verbal complaints so that staff may address them. Complaints are provided to each manager and director and the Residential Care Supervisor meets with residents to track concerns and follow up. Although encouraging children to write complaints likely increases the amount of complaints, staff appear to take complaints seriously and to communicate with children that they are concerned for their needs.

### RECOMMENDATIONS:

The following 2019 recommendations were not implemented or was discontinued:

1. Although there is a high number of written complaints, this is largely because staff directs residents to document all verbal complaints so that staff may address them. Complaints are provided to each manager and director and the Residential Care Supervisor meets with residents to track concerns and follow up. Although encouraging children to write complaints likely increases the amount of complaints, staff appear to take complaints seriously and to communicate with children that they are concerned for their needs.

2020 JJC Recommendations based on Inspection Interviews with PCC Management:

1. As a way to strengthen current approaches to youth care via Nurtured Heart, it's recommended that PCC adopt Restorative and Transformative Justice models. Such models can provide a stronger emphasis in self-reflection, building relationships, and building community that can provide staff with extra tools needed to strengthen their relationships with youth and potentially support them with de-escalation and AWOL incidents.
2. Organize a space and time in which staff mental health and wellness are prioritized, assessed, and celebrated either through group work or individual counseling. Although there are various resources dedicated to staff's mental health, they are contingent upon staffs' choice as opposed to being a part of the staffs' duties and responsibilities.
3. Revamp existing methods where staff and youth can provide anonymous feedback or reflection on their service, so that it can be incorporated into near future conduct and practice.
4. JJC suggests that PCC provide training to staff on AWOL protocol so all staff are operating under the same knowledge of procedure.

2020 JJC Recommendations based on staff<sup>1</sup> and youth<sup>2</sup> interviews:

1. Staff training should be more frequent and culturally competent of youth culture but more essentially, one's purpose in this role and experience as a youth him/herself. In particular, residential staff and care workers.
2. Training on verbiage and language of the LGBTQ community, for example, should be in different languages and should also be frequent. Someone recommended SDOE's LGBTQ training program.
3. Increase intergenerational play by utilizing staff members' talents and skills when engaging youth (e.g. braiding hair, music instruction, etc.). This could help increase cultural competency and staff/youth rapport.
4. Enhance the therapeutic aspect of this work by re-implementing Treatment Team Meetings and group therapy circles. In turn, staff would know more about the everyday youth population before engaging them.
5. Although PCC has a food nutritionist and informs youth of such resources upon intake, youth with dietary restrictions (e.g. some youth do not eat pork) shared that they would like an increase in food options.
6. Although youth may stay at PCC for various amounts of time, JJC suggests that PCC provide an increase in leadership opportunities for youth. Such leadership opportunities may vary from sports activities to administrative duties to peer-to-peer engagement.

### **GENERAL COMMENTS FROM THE INSPECTION TEAM:**

#### Placement

Although the policy and protocol for youth placement was not attached with the pre-inspection report, PCC explained that they conduct a thorough review of youth to assess which type of home they should enter. PCC has shared the protocol and policy with the JJC, but the thorough review consists of an inter-institutional and intramural communication between multiple parties, including the youth, to set them up for success.

#### Education

PCC is working very hard with the San Diego Unified School District to keep students in school/learning. It is good news that the SDUSD has continued to fund and support an educational program within PCC. Although the pre-inspection report says PCC does not receive volunteers, we learned that they in fact do receive a lot of volunteer help. Promises2Kids has shown a lot of support in providing recreational activities. Lastly, PCC is in the process of hiring 60 staff members with various education backgrounds, including higher level educational degrees.

#### Discipline / Nurtured Heart Approach

PCC explained that the increase of assault between youth-to-youth and youth-to-staff has increased since last year due to the youth population being more "iniquitous." Staff support was of concern for the JJC. If the facility is receiving higher needs youth, how is the staff being prepared and supported to practice trauma informed and culturally competent care? PCC shared that the staff, just like its youth population, is well diverse. The staff represents Asian, Latinx, and African-American backgrounds. Albeit, diversity is just one way to resolve cultural disparities, however the structural

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1 Staff Interviews - We interviewed 6 staff, one of whom was under the care of PCC as a youth. The staff we interviewed were mainly African-American and Latinx. We spoke with supervisors/duty officers, residential staff, and trainers. Everyone had at least one whole year at PCC but have contributed many years in public administration. All of the staff spoke very highly of the new managerial team, noting its organization and scheduling.

2 Youth Interviews - We spoke to 8 youth of various backgrounds and ages. Youth expressed that they enjoyed the art room and physical recreational time, such as healthy adventures.

system of care tends to overshadow and reduce such intervention. In other words, although it is important to have a well diverse staff, what is more essential than representation is the type of training they receive and are expected to institutionalize, which by default, typically upholds a monolithic and outdated system of care.

Since last year, PCC has implemented Nurtured Hearts, which is a framework that builds "inner wealth" among the youth population. Building "inner wealth" is similar to positive reinforcement frameworks, in which youth and staff are empowered to recognize and affirm positive self-attributes when confronted with difficult or triggering situations. It is especially important that staff are cognizant of cultural-behavioral biases when assessing where a child is or is not lacking. Of course it is through relationship building that staff become more aware of how and why a child behaves. With such a short turn-around, however, it is really important that staff recognize their own cultural biases in caring for some of the most vulnerable children.

PCC shared that they are in search of a model to help implement and support that framework. If there are no current written policies for a "discipline" or re-stabilization/equilibrium process, creating a uniform restorative policy might support expectations of the youth and the staff as both work to build relationships.

In support of staff, having additional methodologies that can support the approaches Nurtured Heart attempts in building a child's inner wealth. To work with vulnerable populations while consciously applying a positive, non-violent or retaliatory attitude can be worthwhile and a costly and challenging experience for staff. In order to make sure staff are mentally well supported and prepared to practice such radical positive forms of care that should transpose into their lives outside of work - since Nurtured Heart is more a lifestyle than a job trait.

After Commissioners Teshome and Carbajal attended the Nurtured Heart Approach Training on October 2, 2020, we commend the staff and their use of positive reinforcement strategies to care for the children in their system.

**ADMINISTRATION / MANAGEMENT**

*[Please be prepared to discuss during the inspection.]*

**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?

LGBTQI + youth are asked their preferred pronouns upon entry to Polinsky Children's Center. Staff are also made aware so that they use the youth's preferred name and pronoun.

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

Staff use preferred pronouns and youth are placed in their preferred cottage. The Special Incident Report has been updated to reflect male, female, transgender male, transgender female and other. New staff receive an all-inclusive LGBTQI + training to have knowledge on how to meet the needs of our youth. In addition, LGBTQI + youth are encouraged to participate in activities that support their emotional well-being such as Pride and The San Diego LGBT Community Center in Hillcrest.

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

Youth are placed in their preferred cottage. Cottage staff is vigilant and on top of any concerns. Staff meet daily during shift change 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. LGBTQI + 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 their preferred cottages. Youth are provided bedrooms with private bathrooms. Staff are provided training on the LGBTQI+ population. Therapists are available on-site. All concerns are discussed and a plan of action is put into place. Polinsky Children's Center also provides additional staff when necessary to provide 1:1 support based on the youth's needs. Please note, resources are provided to make our youth feel comfortable such as chest binders.

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 orientated to procedures with age, development and appropriate language provided. 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 sleeping rooms; others may elect to have them stored in the Polinsky Children's Center storage.

**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

**EDUCATION/SUPPORT SERVICES**

Does the facility provide Educational Services on site?

Yes  No

If no, how are Educational services provided?

San Diego Unified School District has oversight over the on-campus school located on the Polinsky Children's Center Campus. All educational data was supplied by the Educational Liaison, Michele Manley who is employed by San Diego County of Education.

*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	3	0
Credentialed SpEd Teachers	2	0
SpEd Instructional Aides	2	0
Paid Tutors	0	0
Volunteer Tutors	0	0
Other 1 School Psychologist 1 School Counselor 1 Speech Pathologist 1 School Clerk 1 School Secretary 1 School Nurse 1 Vice-Principal	7	0

**Average Student/Teacher Ratio & Average Daily Attendance by Month**

MONTH	AVERAGE STUDENT TO TEACHER RATIO	AVERAGE DAILY ATTENDANCE
January	3:1	In January, 14 children attended school on campus.
February	3:1	In February, 14 children attended school on campus.
March	2:1	In March, 9 children attended school on campus.
April	2:1	In April, 8 children attended school on campus.

<b>May</b>	1:1	In May, 6 children attended school on campus.
<b>June</b>	1:1	In June, 5 children attended school on campus.
<b>July</b>	0	Summer Break
<b>August</b>	2:1	In August, 9 children attended school on campus.
<b>September</b>	3:1	In September, 15 children attended school on campus.
<b>October</b>	5:1	In October, 23 children attended school on campus.
<b>November</b>	3:1	In November, 12 children attended school on campus.
<b>December</b>	3:1	In December, 14 children attended school on campus.

**Capacity and Attendance**

Number of classrooms in the facility? 4

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

<b>For Each Classroom Used During the Calendar Year</b>	<b>Classroom Capacity</b>	<b>Average Number of Students per Classroom</b>	<b>Number of computers per classroom</b>
1	31	Varies	Each child provided their own laptop as well as 8 classroom computers.
2	31	Varies	Each child provided their own laptop as well as 8 classroom computers.
3	31	Varies	Physical Education
4	31	Varies	Art Room
5	N/A	N/A	N/A
6	N/A	N/A	N/A

**Absences**

<b>Absences During Calendar Year</b>	<b>Number</b>
How many students did not attend school for one or more days?	9
Average days of absence?	Not tracked
Average days of absence due to illness?	Not tracked

Average days of absence for disciplinary reasons?	0
Average days of absence for reasons other than illness or discipline?	13

When is absence from the classroom or expulsion used as a disciplinary tool?  
 In the last calendar year, school attendance was not utilized as discipline.

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

ED code 48900 provided by the San Diego County of Education Suspension/Discipline policy: Trauma informed approach: Some student discipline issues are resolved through one-to-one counseling with a teacher, counselor or school administrator, and may require no more than an in-school suspension. This means that students are removed from the classroom for a short period of time for the purposes of redirecting or resolving misbehavior. Other issues may result in out-of-school suspensions. This is a more formal discipline approach, which prohibits students from attending school (assault/battery, weapons, controlled substances, property damage, sexual harassment, hate violence, threats and intimidation).

Please list reasons other than illness or discipline why a student would not attend school:  
 Upon entry to Polinsky Children's Center, some students have experienced trauma and are unwilling to attend school for several days.

**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 textbooks:

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: Janice Von Arx

Title: Vice-Principal

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

Everything needed including notebooks, journal, sticky notes, colored pencils, backpacks, highlighters, colored pencils, graph paper, etc.

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

Homework packets, journals, notebooks, art supplies, etc.

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

Name: Ms. Boyd

Title: Teacher

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

If yes, how many hours per day do students use computers? High School students use computers one hour each day. I-PAD's are also made available.

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

If yes, how? Homework packets are done in the cottages.

**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
<b>504 Plan</b>	11	0	11	16%
<b>IEP Plan</b>	45	2	47	68%
<b>IEP Plan with ERMHS Services</b>	12	0	12	17%
<b>IEP Plan with BIP's or BSP's</b>	10	0	10	14%
<b>Total</b>	78	2	80	100%

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	9	Intellectual Disability	0
Deaf and Blindness	0	Traumatic Brain Injury	0
Deaf	0	Specific Learning Disability	6
Emotional Disturbance	10	Speech and Language Impairment	0
Hard of Hearing	0	Orthopedic Impairment	0
Visual Impairment	0	Other Health Impairment	2
Multiple Disabilities	0	Communication Disabilities	0

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

Name: Michele Manley

Title: Educational Liaison who is employed by the San Diego County of Education

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

The Education Liaison makes the determination within 24 hours of a child being entered into Polinsky Children's Center. Educational needs are also discussed prior to the child being detained at Polinsky Children's Center.

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

Through the County Social Worker or the previous school.

How long does it typically take to obtain such records?

It can take 2 days to one week. The education statute states that IEP/504 Plans should be received in two business days however it can sometimes take up to 1 week, depending on the school of origin.

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

Type of Service	Provided at Facility?	In a Separate setting?	How often?	Provider
<b>ERMHS</b>	Yes	N/A	As stated on IEP	School staff
<b>Counseling</b>	Yes	N/A	As stated on IEP	New Alternatives/outside therapist as arranged Social Worker
<b>Speech and Language Services</b>	Yes	N/A	As stated on IEP	School staff
<b>Occupational Therapy</b>	Yes	N/A	As stated on IEP	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?  
 Within two days.

What is the timeline between disenrollment and enrollment in school?  
 The timeline is within 24 hours.

What is the average grade level of students at the facility?  
 Polinsky Children's Center is an emergency temporary shelter care facility where the average length of stay varies. As a result, the average grade level can vary.

What training do General Education teachers have to recognize when a student requires an initial assessment to determine eligibility of Special Education services?  
 School staff meet with school counselor and psychologist to discuss any academic concerns in regards to children who are struggling academically. In addition, school psychologist is on site and in the classroom observing instruction. Informal assessments are also conducted to determine if child is working at current grade level or if the child has underlying conditions that need to be further explored.

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

- A. A learning disability? General education teachers are supported by special education teachers who also work on campus. There are 3 general education teachers and 2 special education teachers.
- B. An emotional disturbance? All Teachers are credentialed and received training in special education and identifying academic and developmental needs.
- C. Significant attention issues? All Teachers receive two hours of weekly professional development as well as on-going district trainings to identify academic needs of the child.

**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? One time per week.

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?  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? Yes, the parents are invited by phone and/or email and their attendance is encouraged.

Describe the most common obstacle to IEP compliance:  
The most common obstacle to an IEP is the coordinating of schedules with parents.

**General Special Education Questions:**

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

What resources available to accommodate students with Special Education needs? The San Diego Unified School District complies with all services that are listed in the IEP. This includes, additional staff support, smaller class sizes, computers, and I-Pads.

How many students are brought to the facility directly from school? Zero. Children who attend on-site school at Polinsky Children's Center, reside on campus.

In the last calendar year, how many students were referred by the IEP Team at the facility to a Residential Treatment Center? Three were referred to a day treatment school; zero to a residential day treatment Center.

**Post-High School/GED Programs:**

How many students are taking courses for college credit online? None  
At what college? N/A

Are students given information and counseling regarding community college and  
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- 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?  
If yes, are they required to do so?  Yes  No

**Career Technical Education (CTE):**

What Career Technical Education (CTE) programs are available in the facility?  
If a youth is requesting information about a Career Technical Education program, the San Diego Unified School District will assist child with information and resources to transfer to a specialty school.

- Do CTE opportunities have sufficient space and resources for the number of students who are interested in participating?  N/A
- Are programs scheduled so all students can participate in all programs?  
If no, how many students have been denied participation in one of these programs in the last calendar year? N/A  N/A

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?  
Helen Woodward Animal Center provides educational and therapeutic programs for the children by bringing animals on site one day a week. There is also a garden where the children participate in gardening as part of their Science Curriculum. The children grow lettuce, carrots as well as succulents. There is also an Art room on site.

What programs or situations would result in a student leaving the classroom during school hours?  
The student would leave for outdoor physical education or necessary medical appointments.

**Independent Study:**

What independent study options are available?  
If a youth is admitted to Polinsky Children's Center with Independent Studies in place, the educational liaison will work with the school district to facilitate and support the youth to ensure that they have the appropriate technology and ability to connect with their school of origin to continue with their educational studies.

When is independent study used?  
The San Diego County of Education Liaison assists youth who enter Polinsky Children's Center with an identified program of Independent Studies. Independent Study is also used when a child has an identified and documented medical condition.

**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 50 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. Random and as needed visual inspections are also conducted to investigate all security related- concerns.

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

If yes, how often: Security tapes are 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

Has a weapon been found in the facility during the calendar year?  Yes  No  
*If yes, where?*

The following were located on the Polinsky Children's Center campus: 2 knives and 1 razor. The following were confiscated upon intake: One knife and one slingshot.

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? 177 incidents of residents with illegal controlled substances in their possession.

B. Please describe the type of contraband:

Marijuana, tobacco cigarettes, vape pens, electronic cigarettes and pipes.

### **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 meal times, bath time, return to/from school, before, during, and after community outings, and at bedtime with random bed checks every 10 minutes during the overnight shift. Children under the age of 12 have been 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

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?  Yes  No
- 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:**

- Are weapons of any types permitted in the facility?  N/A  Yes  No
- Is there a weapons locker on site?  N/A  Yes  No

**Discipline:**

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

## HOSPITALIZATION, ASSAULT AND AWOL HISTORY:

### Peer-to-Peer Assaults in Calendar Year:

Total number of Peer-to-Peer Assaults: 394 (non-duplicated 132)

Total number of Peer-to-Peer Assaults resulting in injury requiring treatment: 135

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

  0   Community Based Organization  
  0   Social Worker  
  0   Probation  
 35  Law Enforcement  
  0   Other:

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

  0   Law Enforcement  
  0   Probation  
  0   Social Worker

### Resident-to-Staff Assaults in Calendar Year:

Total number of Resident-to-Staff Assaults: 182 (non-duplicated 51)

Total number of Resident-to-Staff Assaults resulting in injury requiring treatment: Enter text.

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

  0   Community Based Organization  
  0   Social Worker  
  0   Probation  
 17  Law Enforcement  
  0   Other:

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

  1   Law Enforcement  
  0   Probation  
  0   Social Worker

***Please be prepared to discuss the following areas with JJC Inspection Team***

### Serious Incidents During the Calendar Year:

Number of suicides: 0

Number of attempted suicides: 1

Number of deaths from other causes: 0

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

*The Duty officer at Polinsky will contact Law Enforcement when a child expresses an intent and/or plan to follow through to harm self or others. Law enforcement will also be called if a child's behavior places self/others at risk of imminent serious injury. When a child at Polinsky experiences a mental health crisis, the Duty Officer can request a response from the San Diego Police Department and the Psychiatric Emergency Response Team (PERT), a community program which pairs a law enforcement officer with a licensed mental health clinician to provide immediate*

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*assessment and referral to care. Together, they can provide immediate referrals to community resources with the least restrictive level of care and help avoid unnecessary incarceration or hospitalization.*

**Hospitalizations:**

Number of instances of injury that required: first aid, medical intervention, or hospitalization in Calendar Year: Children visited the Polinsky Clinic 1776, (non-duplicated 503) times for first aid treatment. Out of the treatments administered at the PCC Clinic, 63 (non-duplicated 46) resulted in visits to the Emergency Room. Of those visits to the Emergency Room, 10 ( non-duplicated 7) resulted in medical hospitalizations.

Number of Youth Hospitalized due to Mental Health reasons in Calendar Year: 14  
Average length of stay in Hospital: Not tracked  
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: 441  
Number of Youth (non-duplicated): 101

Does the facility have written policy and procedures regarding AWOL?  Yes  No

*\*Please provide a copy*

In situations where the child has left Polinsky without permission, Polinsky protocol requires staff to follow the child to a specific boundary while encouraging the child to stay on campus. Should the child continue to leave, Polinsky cottage staff notify the Duty Officer (DO) as well as Reception.

Cottage staff reports the incident to the local law enforcement's non-emergency line and obtains an incident number that is used to fill out a Missing Person's Report. The report is faxed to Law Enforcement within one hour of the child leaving Polinsky. An "AWOL Release" e-mail is subsequently sent to all Polinsky staff with a copy to the assigned Social Worker.

A Special Incident Report (SIR) is also completed and forwarded to the assigned Social Worker. Assigned Social Workers are expected to make face-to-face contact with the child within one day of their return to care and notify all appropriate parties, including parents, attorneys, etc. of the change in circumstance.

## **FACILITY BACKGROUND**

*[Please be prepared to discuss during the inspection.]*  
*[To be completed by JJC Inspection Team.]*

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

Community Care Licensing:

8/15/2019

9/9/2020

Fire Marshal:

11/19/2019

11/24/2020

Department of Environmental Health:

Pool: 1/31/2020

Kitchen: 1/31/2020

Pool: 11/20/2020

Kitchen: 5/8/2020

Other: N/A

Other: N/A

Date of Last Fire Drill:

11/6/2019

8/22/2020

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).

### **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. Adjacent to the Administration building is the Ronald McDonald Children's Charities Prevention Pavilion, which provides meetings rooms for training, volunteer coordination, and other services.

### **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 and the Infant and Toddler Cottage have a total of 10 bedrooms.

Each cottage has separate bedrooms, a day room, dining room, kitchen, and an outdoor patio area. Children are separated 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:**

Pre-COVID: 10-12 days

Post-COVID: 17 -27 days on average

**TRAINING, PERSONNEL, AND MANAGEMENT**  
*[Please be prepared to discuss during the inspection.]*

**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): 1
- Attorneys: 0
- Family Members: 0
- Medical: 0
- Other: 0

- 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
- 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: *[Please be prepared to discuss with JJC Inspection Team.]*

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:

2019:

- Facility staff member allegedly roughly handled a child resulting in bruising – Unsubstantiated.
- Staff inappropriately touched a child – Unsubstantiated.
- Staff inappropriately searched minor's personal belongings – Unsubstantiated.
- A child had unexplained bruising – Unsubstantiated.
- Facility staff inappropriately restrained a minor in care, and locked a minor in a room – Unsubstantiated.
- Staff allegedly sexually abused clients while in care, that staff hit client while in care, that staff disrupted client while using the telephone, that staff handled child in a rough manner and that staff threw an object at a minor in care – All allegations were unsubstantiated.

#### **CLASSIFICATION**

*[Please be prepared to discuss during the inspection.]*

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**

*[Please be prepared to discuss during the inspection.]*

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**

*[Please be prepared to discuss with JJC Inspection Team.]*

### **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.

### **Parenting Classes:**

Parenting Classes for youth at Polinsky Children's Center are not offered, however, youth can be transported to classes in the community.

### **Recreation and Exercise:**

Polinsky Children's Center offers structured exercise activities as well as cooking classes through a contract with Healthy Adventures. Polinsky Children's Center also offers a running club, swimming at an on-site pool and a community garden. These activities are monitored by the Polinsky Recreation Coordinator.

### **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.

### **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**

*[Please be prepared to discuss with JJC Inspection Team.]*

**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 CUSTOMER SERVICE
- February FACILITY STANDARDS
- March OVERVIEW OF FOODBORNE MICROORGANISMS
- April CONTROLLING FOOD COSTS
- May PERSONAL HYGEINE
- June PREPARATION, COOKING AND SERVING
- July CLEANING AND SANITATION
- August KNIFE SAFETY
- September HACCP
- October SLIPS AND FALLS
- November DISH MACHINE OPERATION
- December SAFE CHEMICAL USE

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? Food Management Associates

**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: 30 %

Carbohydrate: 40 %

Fat: 30 %

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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**

*[Please be prepared to discuss with JJC Inspection Team.]*

**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.