

I. LICENSING PROCESS

G. Revocation of a License:

Upon receipt of a report of abuse, neglect, corporal punishment, maltreatment or policy violation is conducted by the Department; the Department shall undertake a separate licensure investigation to determine whether the placing agency is in compliance with the Department's licensure standards. If any licensure standards violations are found, the facility shall days to submit to the Department a CAP, including timeframes for undertaking the actions. The Department will review the CAP and shall either approve or return a request for revision . If the facility refuses to implement, or fails to comply with the CAP and timeframes approved, the Department shall revoke the licensure.

When a child placing agency or residential child caring agency is placed on a CAP, the Licensure Division will monitor the facility for six months via drop-in visits, announced and/or unannounced. These visits can occur at the discretion of the Licensure Division. If the agency fails to comply with the CAP, the Department shall revoke the license.

The residential child caring agency or child placing agency license can be **immediately revoked if the following occurs:**

1. If evidence is found that an agency has provided to the Department false information regarding staff members working at the facility
2. If false information is provided regarding income and revenue to operate the facility
3. If the renewal application and all the required documents for licensing have not been received prior to the current license expiration date
4. If evidence of abuse, neglect, degrading punishment, Corporal punishment, or other maltreatment of children in custody is found
5. If the residential child caring agency or child placing agency false documents to the agency.

(MS Codes §43-15-107, §43-15-113, §43-15-119, and §43-15-123 – See Appendix)

H. On-Site Visits:

Authorized licensing staff of the Department may make scheduled and/or unannounced visits to a residential child caring agency or child placing agency. During the on-site visit, the licensing staff will interview youth placed at the facility and the licensing staff has the authority to review all records pertaining to licensing, including financial records and minutes of board meetings. (MS Code §43-15-115 – See Appendix P)

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The residential child caring agency or child placing agency license can be **immediately revoked if the following occurs:**

1. If evidence is found that an agency has provided to the Department information regarding staff members working at the facility
2. If false information is provided regarding income and revenue to operate the facility
3. If the renewal application and all the required documents for licensing have not been received prior to the current license expiration date
4. If evidence of abuse, neglect, degrading punishment, Corporal punishment or other maltreatment of children in Custody is found
5. If the residential child caring agency or child placing agency provides false documents to the agency.

The Department may revoke the license if the facility does not maintain compliance with standards. The facility will be given written notice of the reasons revocation of the license is being considered and will be given 30 days to comply with standards before the license is revoked

H. On-Site Visits:

Authorized licensing staff of the Department may make scheduled and/or unannounced visits to a residential child caring agency or child placing agency licensed facility shall be visited at least annually. During the on-site visit, the licensing staff will interview youth placed at the facility and the licensing staff has the authority to review all records pertaining to licensing, including financial records and minutes of board meetings. The Department shall investigate any complaints that the facility is in violation of licensing standards and shall provide a written report of the results of the investigation to the licensee. (MS Code §43-15-115 – See Appendix P.).