



## ADMISSIONS

*Hope for the future,  
power in the present.*



**BOARD OF CHILD CARE**  
*of The United Methodist Church, Inc.*



## Hope for the future, power in the present.



The Board of Child Care provides a safe, healthy and therapeutic environment for children who have suffered a history of abuse and neglect. Through the agency's structured group living programs, children and youth build self-esteem and a sense of purpose, gain respect for the community and learn life

skills to achieve their highest potential.

### Why the Board of Child Care?

At the Board of Child Care, youth and their families receive the therapeutic support necessary to achieve their fullest potential as they progress through a comprehensive continuum of services designed to promote achievement and personal success.

Set on a beautiful, expansive campus, the Board of Child Care also provides youth with opportunities to achieve in educational, vocational, athletic and spiritual arenas. Throughout their stay, youth are encouraged to explore activities and vocations that peak their interest in order to develop their own unique talents and skills.

The Board of Child Care's continuum of programs includes Short-Term Care, Group Homes and High Intensity Group Homes. Services within these programs include individual, group and family therapy, comprehensive psychiatric services, comprehensive medical services, individualized treatment planning, therapeutic recreation services, a spiritual life program, supervised visitation services, and the Strawbridge School—a private





school that offers a Type III transitional program and a Type I nonpublic program. The school also offers hybrid classrooms, programming for youth on the Autism spectrum and GED preparation.

### Admission Process

Each youth referred to the Board of Child Care is individually screened and considered for admission into the Short-Term Care Program or the Residential Program. Written documentation pertaining to the youth, phone consultations with key individuals and pre-placement interviews all take place to ensure each youth receives a fair and comprehensive assessment prior to an admission decision being made.

The Board of Child Care welcomes family members and encourages the youth to actively participate in the admissions process.

### Eligibility for Admission

The Board of Child Care welcomes youth with complex needs. The exceptional facilities, high staff to client ratio, and specially trained and degreed service delivery staff allow for services to the highest intensity of youth who can be safely maintained in an open campus setting. The Board of Child Care offers individualized services to meet the unique needs of youth struggling with behavioral, emotional and mental health challenges, as well as youth with developmental delays and/or Autism spectrum disorders. The comprehensive clinical services available at the Board of Child Care allow for youth with intensive therapeutic needs to be cared for and integrated into a community, all the while receiving the therapeutic support to achieve their potential.

### Referral Procedures

Admissions staff are available to answer your questions, help with referrals and provide information about programs and services. Referrals can be made by phone,





mail, email or fax, depending on the urgency.

The following is required referral information:

### *Short-Term Care Program*

Short-Term Care placements can be made 24-hours a day, seven days a week. It is understood that some short-term placements occur on an emergency basis. If available, please provide:

- Referral update for purchase of care (DHR/SSA 818)
- Psychiatric and/or psychological evaluations
- Psychosocial history

### *Residential Programs*

- The same information is required as is listed above, as well as a medical history, including current physical, dental and immunization records.

- Admission to the Residential Program, which includes the Group Homes and High Intensity Group Homes, may require a pre-placement interview with the referred youth, an agency representative, or parent or guardian.



- Educational and court records are also considered, but not required.

Once a referral is received, admissions staff contacts the referring party within 24 hours. During initial contact, admissions staff discusses the timeframe needed for placement and what, if any, supporting documentation could aid the admissions decision.

Primary referral sources for the Short-Term Care and Residential Programs are county Departments of Social Services. Additional sources include the Department of Juvenile Services, Core



Service Agencies, local Management Boards and local Boards of Education.

### **Pre-Placement Procedures**

Admissions decisions are made in collaboration with various program and clinical staff. When appropriate, the youth may be asked to participate in a pre-placement interview. The purpose of this interview is for the youth to experience the Board of Child Care firsthand, by learning about the facility, speaking to program and clinical staff and touring the campus.

Youth are given an opportunity to speak one-on-one with admissions, program and clinical staff and are encouraged to openly and honestly share what they are

looking for from the program. Families, as well as staff from referring agencies, are encouraged to attend and participate in the pre-placement process.

### **Admission Procedures**

Once a youth is accepted into the program, admission is scheduled at a time convenient for all parties involved, including family members. The actual admission procedure takes approximately 45 minutes and includes completing necessary consent forms, as well as answering any additional questions the youth or family members have. Once paperwork is complete, the youth meets with health suite staff and is then escorted to the program.





Paperwork required at admission includes: birth certificate, social security card, most recent court order and a health passport, complete with medical assistance information. Youth should also arrive with at least one week's worth of clothing, as well as any prescribed medications.

### Choosing the Board of Child Care

We welcome you to experience the Board of Child Care for yourself, either through our website or by scheduling a visit with

our admissions staff. As you become familiar with us, you will see firsthand that our services are of the highest quality and reliability. We work hard to ensure that from the first day they arrive, the youth placed within our care begin healing. As a member of the Board of Child Care family, they gain hope for the future and sense of empowerment in their present lives.

*The Board of Child Care is a nonprofit, multi-service organization serving children and families in Maryland, West Virginia and the District of Columbia as an outreach ministry of the United Methodist Church. Programs include residential and short-term care, foster care, early childhood education, therapeutic counseling, adoption services, special education and a car loan program. Since 1874, the Board of Child Care has served as a community of hope: providing an opportunity to heal, and a safe and caring environment for children, youth and families.*



### Contact Us

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### Accreditations

Council on Accreditation (COA)

Educational Assessment Guidelines  
Leading toward Excellence (EAGLE)

### Licenses

Maryland State Department of Education

Maryland Department of Human Resources

Maryland Department of  
Health and Mental Hygiene

Maryland Department of Juvenile Services



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