



# OFFICE OF LICENSING AND MONITORING

## Child Placement Agency Report Summary

### Information

Provider Organization	The Martin Pollak Project, Inc.
Name of Chief Administrator	Richard Norman
Email of Chief Administrator	rnorman@mppi.org

### CPA Office Information

Name/Address	License Capacity	Total DHS Contract Limit	DHS Census	DJS Census	Other Census	License # Exp Date	Date of Site Inspection
The Martin Pollak Project, Inc 3701 Eastern Avenue Baltimore, MD 21224	Unlimited	30	ILP-15 TFC-31	0	0	#00046 2/24/2026 (TFC) #00496 2/24/2026 (ILP)	3/18/202 4

Contracting Agency(s)	DHS
-----------------------	-----

### Licensing Information

Licensing Agency	Maryland Department of Human Services
------------------	---------------------------------------

License Type	Treatment Foster Care, ILP
Type of Inspection	Quarterly
Current Status of License	<b>ACTIVE</b>

**COMAR Citations**


	CPA Site	COMAR Citation	Comment
This Provider was cited for the listed COMAR violations which <b>DO</b> present imminent safety risks for children based on impact, scope, and frequency.	5001438	Agency Reporting Responsibilities	CAP
	5001438	Medical Examination[07.05.01.13	CAP
	5001438	TB Test[07.05.01.13	CAP
	5001438	Certified Foster Parent Restrictions and Reporting Responsibilities	CAP
	5001436	Dental/Vision/Hearing[07.05.02.17A(2)(7)pg.28,29	CAP
	5001436	Living Accommodations[07.05.04.07]	CAP
	5001436	Regularly cleaned and painted; and[14.31.06.07.E.(4)(a)]	CAP

This Provider was cited for the listed COMAR violations which <b>DO NOT</b> present imminent safety risks for children based on impact, scope, and frequency.	5001438	Foster Parent Progress Notes (Daily or wklly)[07.02.21.10D(3)pg.9]	Not in the record for one youth.		
				Reference Check	Not in the record for one staff.
				Vehicle Insurance	Not in the record for one staff.
				Child abuse statement	Not in the record for one staff.
5001438	Orientation[07.05.01.1	Not in the record for one staff.			
5001438	Annual performance Evaluations	Not in the record for one staff.			
5001438	Confidentiality statement	Not in the record for one staff.			
5001438	Documentation of Education	Not in the record for one staff.			
5001438	References	Not in the record for three staff.			
5001438	Child Support[07.05.02.11E(8)pg.14]	Not in the record for one foster parent.			
5001436	Legal Documentation[07.05.04.05A(4)(i)pg.6]	Not in the record for one youth.			
5001436	30 Day Placement Assessment[07.05.04.05Apg5]	Not in the record for four youth.			
5001436	Education/Employment[07.05.04.05B(6)(a,b,c)pg.6]	Not in the record for one youth.			
5001436	90 Day Case Plan[07.05.04.05Bpg.6]	Not in the record for two youth.			
5001436	Life Skills Training[07.05.04.06A,Bpg.7]	Not in the record for one youth.			
5001436	Progress Notes[07.05.04.10pg.13]	Not in the record for one youth.			

Kept free of perforations, cracks, or punctures; and[14.31.06.07. E. (4) (b) ]

CAP

**Office of Licensing and Monitoring Staff Information**

Name	Role	Email	Date
Shawnae Lowery 	Licensing Specialist	<a href="mailto:Shawnae.Lowery1@maryland.gov">Shawnae.Lowery1@maryland.gov</a>	5/9/2024
Nalicia Goods 	Program Manager	<a href="mailto:Nalicia.goods@maryland.gov">Nalicia.goods@maryland.gov</a>	5/9/2024