
Admissions Frequently Asked Questions:

Who is eligible for admission to residential care at the Home?

- Children who are dependent, neglected, abused or who are otherwise unable to live safely in their own homes,
- Children aged birth to twenty-one (21) who are residents of North Carolina ,
- Children who are determined to be low risk and who do not present a real and present danger to themselves or others,
- Children who are able to function in the public school system and must, as a condition of continued residency, attend public schools,
- Children who will be able to function in a group setting and be able to relate appropriately to peers and adults, and
- Children who will be compatible with the residents in the Home to which they are being considered for placement.



Who will not be considered for admission?

- The Masonic Home for Children at Oxford cannot accept into care
 - youthful sexual offenders,
 - substance abusing clients,
 - clients with a history of setting fires,
 - expectant mothers, or
 - clients who are deemed by the Admissions/Discharge Committee as presenting a real and present danger to themselves or to others, to include violent behaviors or distribution of illegal drugs or intoxicating substances.

Who can make a referral to the Masonic Home for Children at Oxford?

- Referrals may be received from any family members, legal guardian, Departments of Social Services, Masonic Lodges and its members, local Division of Juvenile Justice, area mental health programs, or from private citizens.

How can I make a referral?



- Referrals may be received by telephone, in person, or online.
 - Contact the Program Services Assistant
 - Phone - (919) 693-5111 or 1-888-505-4357
 - [Email \(click here\)](#)
 - Mail – 600 College St. Oxford, NC 27565
- A decision will be made as to whether the Home will further screen the applicant within twenty-four(24) hours of the initial call.

What information will I need to provide?

- Initially, to complete the application, the following information will be needed:
 - Reason that placement is being sought
 - Reason that the child cannot live at home
 - Number and quality of previous out-of home-placements
 - The individual’s ability to function in a group
 - Any past or current diagnoses to include mental health, learning disabilities, or other relevant diagnoses
 - Current medications and any special medical needs
 - Any safety concerns
 - Demographic data including name, age, grade, legal custodian, and social security number
 - Results of any testing and/or assessments including IEPs
 - Criminal history
 - Behaviors that could preclude service

***IMPORTANT NOTE: Only legal custodians who are current legal residents of North Carolina can submit an application for service**

What is the next step?

- The information is staffed as soon as practical to determine if the child can be served by our agency. If the child is believed to be an appropriate placement, an appointment will be made for the child, custodian and/or parents to attend a pre-placement assessment interview that will include the child’s presenting problem or need and an assessment of whether or not The Home can meet the client’s needs.

What documentation is required BEFORE admission?

- A completed and signed “[universal application](#)” (Click residential link on the web site to go to the bottom of the page with the application)
- Social history
- Medical, school, and other informational releases

- School records, to include EOG test results, grade reports, discipline reports, and Exceptional Children Services information, if applicable
- Psychiatric, psychological, or mental health records, including evaluations, discharge summaries from hospitalizations, summary of counseling sessions, medication records
- Legal documents, including custody papers, pending charges, probation requirements
- Medical records, to include special problems, medications, physical within the past 6 months
- Birth certificate
- Copy of social security card
- Permanent immunization records
- Medicaid or insurance card

In trying to secure the items needed to insure appropriateness of service for a potential resident of MHCO it remains the goal of the Home to place all children as quickly as practical providing they are qualified and that this agency has received and reviewed all required documentation.