



STATE OF MICHIGAN  
DEPARTMENT OF HUMAN SERVICES  
BUREAU OF CHILDREN AND ADULT LICENSING



JENNIFER M. GRANHOLM  
GOVERNOR

ISMAEL AHMED  
DIRECTOR

November 17, 2009

Pamela Dill  
Bethany, Inc.  
11050 Strait Rd.  
Jonesville, MI 49250

RE: Application #: AS380302904  
St. Joseph Home-Bethany 2  
1000 E. Porter St.  
Jackson, MI 49202

Dear Ms. Dill:

Attached is the Original Licensing Study Report for the above referenced facility. You have submitted an acceptable written corrective action plan covering the violations cited in the report. The study has determined substantial compliance with applicable licensing statutes and administrative rules. Therefore, a temporary license with a maximum capacity of 6 is issued.

Please review the enclosed documentation for accuracy and feel free to contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please feel free to contact the local office at (269) 337-5066.

Sincerely,

Mahtina Rubritius, Licensing Consultant  
Bureau of Children and Adult Licensing  
301 E. Louis Glick Hwy  
Jackson, MI 49201  
(517) 780-7138

Enclosure

**MICHIGAN DEPARTMENT OF HUMAN SERVICES  
BUREAU OF CHILDREN AND ADULT LICENSING  
LICENSING STUDY REPORT**

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	AS380302904
<b>Applicant Name:</b>	Bethany, Inc.
<b>Applicant Address:</b>	11050 Strait Rd. Jonesville, MI 49250
<b>Applicant Telephone #:</b>	(517) 563-2000
<b>Administrator/Licensee Designee:</b>	Pamela Dill, Administrator
<b>Name of Facility:</b>	St. Joseph Home-Bethany 2
<b>Facility Address:</b>	1000 E. Porter St. Jackson, MI 49202
<b>Facility Telephone #:</b>	(517) 563-2000 06/11/2009
<b>Application Date:</b>	
<b>Capacity:</b>	6
<b>Program Type:</b>	AGED

## II. METHODOLOGY

This investigation included a review of the application, forms, and supporting documents including but not limited to the following; corporate documents, property ownership and lease, organizational charts, processed licensing record and medical clearance, applicant financial reports, admission, discharge, refund policies, program statement, personnel policies and procedures, job descriptions, routine and emergency numbers, written emergency plan and emergency repair numbers, and on-site licensing inspections.

06/11/2009	Enrollment
07/02/2009	Application Incomplete Letter Sent
07/08/2009	Application Complete/On-site Needed
07/20/2009	Inspection Completed-BFS Sub. Compliance
08/11/2009	Contact - Document Received Information requested in the confirming letter was received.
08/17/2009	Contact - Telephone call received TC, case discussion with the licensee.
09/24/2009	Contact - Document Received Additional information on the licensee designee.
10/31/2009	Contact - Telephone call received
11/13/2009	Contact - Telephone call made
11/16/2009	Contact - Document Received Additional information on the licensee designee.
11/16/2009	Inspection Completed-BFS Full Compliance Approval based on previous inspections and documents received.

## III. DESCRIPTION OF FINDINGS & CONCLUSIONS

### A. Physical Description of Facility

#### Environmental:

The facility is located on the north side of the City of Jackson. The facility was built in 1968 and is located on a large campus of the St. Joseph Home for Children. The campus and buildings are owned by the Felician Sisters and there is a lease between

the owner and Bethany, Inc. The building is accessed through a large parking lot on the campus and has a paved access to the facility doors. The facility is a wing of a larger building and is separated from the rest of the building with an approved fire separation barrier. There are three exits from this particular facility wing, including exits from the north and south corridors which are approved for the use of wheel chairs. The exterior of the building is sandstone, and this single level facility is built on a cement slab.

The room dimensions are as follows:

Bedroom #1	12' x 9' 6"- 2' x 3' =108 sq. ft.
Bedroom #2	12' x 9' 6"- 2' x 3' =108 sq. ft.
Bedroom #3	14' 6" x 9' 6"- 2' x 3'=131 sq. ft.
Bedroom #4	12' x 9' 6"- 2' x 3' =108 sq. ft
Bedroom #5	12' x 9' 6"- 2' x 3' =108 sq. ft
Bedroom #6	12' x 9' 6"- 2' x 3' =108 sq. ft

Exercise room:	14' 6" x 9' 6"- 2' x 3'=131 sq. ft.
Employee Office:	12' x 9' 6"- 2' x 3' =108 sq. ft.
Living/dining room:	18' 9" x 42" = 787.5

The washer and dryer are located off the corridor of bedrooms 4, 5, and 6.

Upon entering the facility, there is a large living and dining room. There are two corridors, and the first corridor contains a storage room, an employee office, bedrooms 1, 2, and 3, access to the kitchen, and bathrooms. The second corridor allows access to the storage room, bedrooms 4, 5, and 6, kitchen, bathroom, and exercise room. There are two full bathrooms; one has a handicap accessible shower, and the other has a tub and shower. Both bathrooms are accessible to all residents. There is also a Pastor's Suite at the end of the corridors which contains a private bedroom, living room, and full bathroom.

This facility also has a large basement, which is accessed through another section of the building. The forced air furnaces and hot water heaters are located in this basement.

The facility does not have air conditioning; however, air is continually circulated throughout the facility through the forced air heating system. Each bedroom also has windows that are easily opened.

### **Sanitation:**

The facility is serviced by a public sewer and water system.

The garbage service is provided by a private vendor and is removed weekly.

**Fire Safety:**

The electrical services, forced air gas furnace, and hot water heater are all located in the basement, and appear to be in good working condition.

The facility has a hard-wired smoke alarm system, is sprinkled (in the storage closets only), and has an adequate number of approved fire extinguishers.

The Office of Fire Safety provided consultation regarding the installation of the required firewall barrier on the south end of the facility, which is connected to the "hub" of the rest of the building. There is also a fire rated door on this wall, which allows staff access to the rest of the building and other licensed facility.

**B. Program Description****Administrative Structure and Capability:**

The applicant is a Domestic Nonprofit Corporation, having been formally incorporated on 03/28/2008, and is located at 11050 Stratt Road, Jonesville, MI. All required corporate documentation has been provided and reviewed. Ms. Pam Dill is the Corporation's President and the administrator. Ms. Dill has assigned Ms. Linda Mateja, RN as the licensee designee.

**Qualifications and Competencies:**

Ms. Pam Dill has an extensive history of health care work and helping others, beginning in 1974. Currently, she is the president, administrator, and direct care staff member for a licensed AFC.

Ms. Mateja is a licensed Registered Nurse in the State of Michigan. Ms. Mateja received her licensed Practical Nurse (LPN) degree in 1967, her Associates Degree of Nursing in 1978, and her Bachelor of Science in Nursing in 1996. Since 1968, Ms. Mateja has worked in numerous medical settings and exceeds the credential criteria for licensee designee.

**Program Information:**

Bethany II, which is a proposed small group home (1-6), will provide service to the aged and those in need of assistance for daily living. The facility will provide personal care, supervision, and protection for 24 hours a day, 5 or more days a week, for two or more consecutive weeks, in addition to room and board, for men and women who are 62 years of age and older, for compensation. The facility is equipped and arranged to serve individuals with physical handicaps.

Bethany II direct care staff will assist with bathing and laundry services, and will also provide a variety of activities including but not limited to outings, musical entertainment, family fun days, creative activities, and availability for religious practices.

Bethany II will prepare and provide three meals a day and an evening snack.

Resident medications will be kept in a locked cabinet, which will be located in the employee office. Medications will be administered by fully trained direct care staff.

Emergency medical services will be provided by the local hospital in Jackson County. The emergency transportation services will be provided by the local emergency response services.

Bethany II does not provide transportation; however, they will arrange and assist for the availability of public transportation.

### **Facility and Employee Records:**

The personnel policies, job descriptions, staff schedules, and standard procedures were provided and reviewed. The staff schedules will include a minimum of two fully trained staff during 1<sup>st</sup> & 2<sup>nd</sup> shifts, and one direct care staff during 3<sup>rd</sup> shift (depending on the needs of the residents).

The applicant is aware of the administrative rules regarding the licensee's handling of resident funds, and will comply with those requirements.

The Corporation's President was provided with and reviewed the licensing rule book for Small Group Homes, Public Act 218, and Public Act 29.

The *good moral character* of each employee is assessed pursuant to the individual employee's response to certain questions pertaining to the conviction or arrest history as contained on the signed employee application. In addition, the applicant will conduct required employee clearance as required by Public Act 29.

The facility has a resident rights policy and will supply this information to individuals being referred for admission.

This facility is in compliance with the physical plant rules, and compliance with Quality of Care rules will be assessed during the period of temporary licensing via an interim inspection.

**IV. RECOMMENDATION**

I recommend issuance of a temporary license to this AFC adult small group home (capacity 1-6).

*Mahtina Rubritius*

11/17/2009

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Mahtina Rubritius  
Licensing Consultant

Date

Approved By:

*Gregory V. Corrigan*

11/17/2009

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Gregory V. Corrigan  
Area Manager

Date