



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



JENNIFER M. GRANHOLM  
GOVERNOR

ISMAEL AHMED  
DIRECTOR

February 12, 2010

Rebecca Lund  
Mercy Services for Aging  
873 W Avon Rd.  
Rochester Hills, MI 48307

RE: Application #: AL630299637  
Mercy Bellbrook/McAuley  
873 W. Avon Road  
Rochester Hills, MI 48307

Dear Ms. Lund:

Attached is the Original Licensing Study Report for the above referenced facility. The study has determined substantial compliance with applicable licensing statutes and administrative rules. Therefore, a temporary license with a maximum capacity of 13 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 (586) 228-2093.

Sincerely,

Karen LaForest, Licensing Consultant  
Bureau of Children and Adult Licensing  
39531 Garfield  
Clinton Township, MI 48038  
(586) 228-2682

enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	AL630299637
<b>Applicant Name:</b>	Mercy Services for Aging
<b>Applicant Address:</b>	873 W Avon Rd. Rochester Hills, MI 48307
<b>Applicant Telephone #:</b>	(248) 656-6306
<b>Administrator/Licensee Designee:</b>	Rebecca Lund, Designee
<b>Name of Facility:</b>	Mercy Bellbrook/McAuley
<b>Facility Address:</b>	873 W. Avon Road Rochester Hills, MI 48307
<b>Facility Telephone #:</b>	(248) 656-6306
<b>Application Date:</b>	12/26/2008
<b>Capacity:</b>	13
<b>Program Type:</b>	ALZHEIMERS

## II. METHODOLOGY

12/26/2008	Enrollment
12/30/2008	Application Incomplete Letter Sent re: rec clearance for Marsha Tomas
01/13/2009	Contact – Document Received rec clearance for Marsha
04/13/2009	Application Incomplete Letter Sent
05/08/2009	Contact – Document Received Received additional licensing documents from applicant.
06/04/2009	Application Incomplete Letter Sent Sent the applicant another letter of additional documents still needed for licensure.
06/05/2009	Contact – Telephone call made Spoke to applicant regarding licensing materials needed and fire safety.
06/08/2009	Inspection Report Requested – Health
06/26/2009	Inspection Completed-Environmental Health: A
09/24/2009	Application Complete/On-site Needed Scheduled for 10/7/09.
10/07/2009	Inspection Completed On-site Consultant conducted preliminary inspection
10/07/2009	Confirming letter sent Consultant sent letter on preliminary inspection findings
10/30/2009	Inspection Completed On-site Final Inspection conducted-review contents of an employee file and what is contained in a resident record.
10/30/2009	Inspection Completed-BFS Full Compliance
02/09/2010	Inspection Completed-Fire Safety: A

### III. DESCRIPTION OF FINDINGS & CONCLUSIONS

#### A. Physical Description of Facility

Mercy Bellbrook/McAuley is a large brick facility located on a campus of buildings for residents who are independent, who need nursing care, a building for home for the aged and now application for an adult foster care. Mercy Bellbrook/McAuley is approximately 5, 354 square feet total located at 873 Avon Road in Rochester Hills, Michigan. The home contains 12 bedrooms, a living room, and a kitchen and dining room. Rooms have there own bathrooms and there is a laundry facility. The home has public water and sewage through the City of Rochester Hills. The environmental health department from Oakland County inspected the facility on June 19, 2009 and issued full compliance. The Office of Fire Safety inspected the facility and issued full compliance on February 9, 2010.

The consultant conducted two inspections, a preliminary inspection on October 7, 2009 and a final inspection on October 30, 2009. The facility was noted to be in full compliance with regards to licensing rules and regulations for large group homes.

Ms. Lund, the licensee designee, was present for both inspections. She indicated that bedrooms will be utilized for residents as follows:

<b>Bedroom</b>	<b>Measurement</b>	<b>Square Feet</b>	<b>#Residents</b>
140 A	16' x 11'8"	186.56 sq. ft.	1
140 B	10' x 15'10" plus 20'8" x 9'11"	363.25 sq. ft.	2
141 A	11'8" x 15'11"	185.63 sq. ft.	1
141 B	11'5" x 15'10"	179.35 sq. ft.	1
142 A	15'8" x 11'7"	181.3 sq. ft.	1
142 B	15'9" x 11'7"	182.39 sq. ft.	1
143 A	15'9" x 11'6"	181.13 sq. ft.	1
143 B	11'6" x 16'	184 sq. ft.	1
144 A	11'8" x 15'11"	185.63 sq. ft.	1
144 B	11'5" x 15'6"	177.01 sq. ft.	1
145 A	16'1" x 11'5"	183.63 sq. ft.	1

145 B

11'5" x 13'6"

154.17 sq. ft.

1

The facility can accommodate 13 residents as proposed in accordance with Rule 400.15409 (2) (3).

The dining room and the living room measured 16'9" x 24' (402 square feet) and 22'1" x 24'5" (539.19 square feet), respectively, totaling 941.19 square feet of indoor living space, meeting compliance with Rule 400.15405 (1) (35 square feet times 13 residents, or a minimum of 455 square feet).

The facility was nicely furnished and well maintained. There is a large kitchen table, living room furniture, and bedrooms with dressers, mirrors, chairs, lighting, beds, etc. The food preparation is completed in a large commercial kitchen and transporting to the facility approved by the health department. There is a full kitchen to reheat food and maintain items in a refrigerator. Hand towels and soap were located in the kitchen and all bathrooms. The kitchen had a waste receptacle with a lid. Poisons and caustics are located away from food preparation areas and locked up per the licensee designee. There were adequate linens, blankets and bath towels and wash cloths for all residents. Medications are locked and separated by internals and externals for each resident.

## **B. Program Description**

Bellbrook Non-profit Housing Corporation submitted licensing application materials on December 29, 2008 for original license issuance. The application states that the corporation will accept ambulatory males and females, who are 62 years or older with Alzheimer's disease. The proposed capacity is 13 residents.

The following corporate documents have been submitted to licensing: Certificate of Incorporation, Articles of Incorporation, Corporate By laws, Organizational Chart, List of Board of Directors, Financial documents, personnel policies and job descriptions.

Ms. Rebecca Lund is the licensee designee authorized to conduct business and make licensing decisions on behalf of the corporation. The corporate administrator is also Ms. Lund. Ms. Lund has over a year experience working with the elderly with Alzheimer's disease. Ms. Lund provided evidence she is in good mental and physical health via a medical clearance dated November 13, 2009 . Ms. Lund also had a negative tuberculin tested date October 29, 2008. A criminal history check was completed on December 29, 2008 confirming Ms. Lund is of good moral character. Ms. Lund provided evidence of her college graduation and verification of training materials in compliance with Rule 400.15201 (3) and (6).

During the final inspection, Ms. Lund was present and made available the following facility records: facility program statement, admission and discharge policies, refund and fee policies, personnel policies and procedures, emergency preparedness plans, standard and routine procedures, staffing schedule and staff training plan, floor plan

with measurements, job descriptions, furnace and electrical inspections, designated person in the absence of the administrator, proposed menus, and financial documents for the corporation and facility.

Ms. Lund stated at the final inspection that she plans on hiring and training employees from the home health care agency prior to being licensed. The consultant reviewed with Ms. Lund the necessary documents needed for an employee file including: the employment application, experience and education, driver's license (which verifies age), two references, signed receipt of their job description and the personal policies; medical clearance and a current TB test with results done within the past three years, training which includes CPR, First Aid, medication administration, reporting requirements, resident rights, personal care, protection and supervision, fire safety and prevention and containment of communicable diseases. The consultant also reviewed the signed long term background workforce agreement and fingerprinting requirements. Ms. Lund stated she understood what is to be contained in an employee file and intends to comply with Rule 400.15204 and Rule 400.15208. Employee records will be reviewed by the consultant prior to the expiration of the temporary license.

The consultant also reviewed with Ms. Lund the necessary resident records required for licensing. The following documents were reviewed and provided to the licensee designee: Resident Assessment Plan; Resident Care Agreement; Resident Information and Identification Record; Resident Medication Record; Resident Weight Record; Resident Funds and Valuables Part I and Part II; Resident Register; Resident Incident and Accident Reports; Resident Health Care Appraisal; Physician Contact Logs; Resident Fire Drills; and Resident Grievance Procedures. Prior to the expiration of the temporary license, the consultant will review resident records to ensure compliance with Rule 400.15316 pertaining to resident records.

### **C. Rule/Statutory Violations**

There were no rule violations noted at the final inspection.

**IV. RECOMMENDATION**

I recommend issuance of a temporary license to this AFC adult large group home (capacity 13-20).

*Karen J. LaForest*

2/12/2010

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Karen LaForest  
Licensing Consultant

Date

Approved By:

*Denise Y. Nunn*

2/12/2010

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Denise Y. Nunn  
Area Manager

Date