



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



JENNIFER M. GRANHOLM
GOVERNOR

ISMAEL AHMED
DIRECTOR

May 6, 2010

Nicolle Vasquez
Queen Anne Manor, LLC
210 W. Second St.
Davison, MI 48423

RE: Application #: AS250306695
Queen Anne Manor
210 W. Second St.
Davison, MI 48423

Dear Ms. Vasquez:

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 4 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 (989) 758-2717.

Sincerely,

Lisa Gundry, Licensing Consultant
Bureau of Children and Adult Licensing
Suite 110
1388 W. Bristol Rd.
Flint, MI 48507
(810) 787-7033

enclosure

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

I. IDENTIFYING INFORMATION

License #: AS250306695

Applicant Name: Queen Anne Manor, LLC

Applicant Address: 210 W. Second St.
Davison, MI 48423

Applicant Telephone #: (810) 653-2831

Administrator/Licensee Designee: Nicolle Vasquez, Designee

Name of Facility: Queen Anne Manor

Facility Address: 210 W. Second St.
Davison, MI 48423

Facility Telephone #: (810) 653-2831
02/08/2010

Application Date:

Capacity: 4

Program Type: MENTALLY ILL
DEVELOPMENTALLY DISABLED
PHYSICALLY HANDICAPPED

II. METHODOLOGY

02/08/2010	Enrollment
02/16/2010	Application Incomplete Letter Sent Ltr. regarding inconsistency of SOS address for Nicolle Vasquez-Collins and address on her record clearance request form.
03/01/2010	Application Incomplete Letter Sent
03/30/2010	Inspection Completed On-site
05/06/2010	Inspection Completed On-site
05/06/2010	Inspection Completed-BCAL Full Compliance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

The Queen Anne Manor home is a three bedroom home located at 210 W. Second St. Davison, in Genesee County. The home is located in a well established neighborhood in the historic City of Davison. The lot is large and is nicely landscaped. The physical plant is a two story vinyl-sided structure with an unfinished basement. The main floor consists of a living room, a recreation area, a dining room, kitchen, and two resident bedrooms. The second level has a resident bedroom, living area and private living quarters of the property owner. The home has a full bathroom on each floor. Each bedroom has a closet. The facility has adequate storage areas. There is a detached garage which may be used for additional storage areas. There is a driveway with adequate parking for staff and visitors.

The furnace and hot water heater are located in the basement. Floor separation is achieved by a 1-3/4 inch solid core door equipped with an automatic self-closing device and positive latching hardware. The laundry facilities are located on the main floor. The facility is equipped with interconnected, hardwire smoke detection system, with battery back up, which was installed by a licensed electrician and is fully operational. The facility has a municipal sewer and water system.

Resident bedrooms were measured during the on-site inspection and have the following dimensions:

Bedroom #	Room Dimensions	Total Square Footage	Total Resident Beds
Upstairs Bedroom #1	7'6" x 11'4"	85	1
Downstairs Bedroom #2	13' x 9'10" + 6'3" x 3'3"	147	2

Downstairs South Bedroom #3	13'3" x 8'4"	110	1
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The dining and sitting room areas measure a total of 356 square feet of living space. The recreation area measures a total of 184 square feet of living space. This exceeds the minimum of 35 square feet per resident requirement.

Compliance with Rule 400.14410, bedroom furnishings, was demonstrated at the time of the final inspection. The bedrooms were adequately furnished, clean, and met all applicable rules relating to environmental and fire safety requirements.

The home has three separate and independent means of egress to the outside. The means of egress were measured at the time of the initial inspection and exceed the 30 inch minimum width requirement of the rule. The required exit doors are equipped with positive latching non-locking against egress hardware. All the bedroom and bathroom doors have conforming hardware and proper door width.

The home has fire extinguishers, which meets the requirements of R 400.14506. The bedrooms have the proper means of egress as required by R 400.14508. The interior of the home is of standard lathe and plaster finish or equivalent in all occupied areas. The home meets the environmental and interior finish requirements of rules R 400.1502, R 400.14503, and R 400.14504.

Based on the above information, it is concluded that this facility can accommodate **four (4)** residents. It is the licensee's responsibility not to exceed the facility's licensed capacity.

B. Program Description

The applicant, Queen Anne Manor, LLC submitted a copy of the required documentation to the consultant. Admission and discharge policies, program statement, refund policy, personnel policies, and standard procedures for the facility were reviewed and accepted as written. The applicant intends to provide 24-hour supervision, protection and personal care to **four (4)** male or female ambulatory adults whose are mentally ill, developmentally disabled or physically handicapped, in the least restrictive environment possible. The program will include social interaction skills, personal hygiene, personal adjustment skills, and public safety skills. An assessment plan will be designed and implemented for each resident's social and behavioral developmental needs.

If required, behavioral intervention and crisis intervention programs will be developed as identified in the assessment plan. These programs shall be implemented only by trained staff, and only with the prior approval of the resident, guardian, and the

responsible agency.

Queen Anne Manor, LLC will ensure that the resident's transportation and medical needs are met. Queen Anne Manor, LLC has transportation available for residents to access community-based resources and services. The facility will make provision for a variety of leisure and recreational equipment. It is the intent of this facility to utilize local community resources including public schools and libraries, local museums, shopping centers, and local parks.

C. Applicant and Administrator Qualifications

On 4/21/2009, Queen Anne Manor, LLC submitted an application to provide foster care services to four adults at 210 W. Second St. Davison, Michigan.

The applicant, Queen Anne Manor, LLC, which is a "Domestic Limited Liability Company", was established in Michigan, on 2/01/2010. The applicant submitted a financial statement and established an annual budget projecting expenses and income to demonstrate the financial capability to operate this adult foster care facility.

Queen Anne Manor, LLC submitted a written statement naming Nicolle Vasquez-Collins as the licensee designee and Angelina Vasquez as the facility administrator. Both submitted a licensing record clearance request that was completed with no LEIN convictions recorded. Both also submitted a medical clearance request with statements from a physician documenting their good health and current TB-tine negative results. Both provided documentation to satisfy the qualifications and training requirements identified in the administrative group home rules.

The staffing pattern for the original license of this 4-bed facility is adequate and includes a minimum of 1 staff to 4 residents per shift.

The applicant acknowledges an understanding of the training and qualification requirements for direct care staff prior to each person working in the facility in that capacity or being considered as part of the staff 1-to-4 resident ratio.

The applicant acknowledged an understanding of the responsibility to assess the good moral character of employees and contractors who have regular, ongoing, "direct access" to residents or the resident information or both. The licensing consultant provided technical assistance on the process for obtaining criminal record checks utilizing the Michigan Long Term Care Partnership website (www.miltcpartnership.org), L-1 Identity Solutions™ (formerly Identix®), and the related documents required to be maintained in each employees record to demonstrate compliance.

The applicant acknowledges an understanding of the administrative rules regarding medication procedures and that only those direct care staff that have received medication training and have been determined competent by the licensee, can

administer medication to residents. In addition, the applicant has indicated that resident medication will be stored in a locked cabinet and that daily medication logs will be maintained on each resident receiving medication.

The applicant acknowledges their responsibility to obtain all required documentation and signatures that are to be completed prior to each direct care staff or volunteer working with residents. In addition, the applicant acknowledges their responsibility to maintain a current employee record on file in the home for the licensee, administrator, and direct care staff or volunteer and the retention schedule for all of the documents contained within each employee's file.

The applicant acknowledges an understanding of the administrative rules regarding informing each resident of their resident rights and providing them with a copy of those rights. The applicant indicated that it is their intent to achieve and maintain compliance with these requirements.

The applicant acknowledges an understanding of the administrative rules regarding the written and verbal reporting of incidents and accidents and the responsibility to conduct an immediate investigation of the cause. The applicant has indicated their intention to achieve and maintain compliance with the reporting and investigation of each incident and accident involving a resident, employee, and/or visitor.

The applicant acknowledges an understanding of the administrative rules regarding the handling of resident funds and valuables and intends to comply.

The applicant acknowledges their responsibility to obtain all of the required forms and signatures that are to be completed prior to, or at the time of each resident's admission to the home as well as the required forms and signatures to be completed for each resident on an annual basis. In addition, the applicant acknowledges their responsibility to maintain a current resident record on file in the home for each resident and the retention schedule for all of the documents contained within each resident's file.

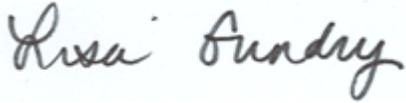
The applicant acknowledges their responsibility to provide a written discharge notice to the appropriate parties when a 30-day or less than 30-day discharge is requested.

D. Rule and Statutory Violations

The applicant was in compliance with the licensing act and applicable administrative rules at the time of licensure.

IV. RECOMMENDATION

I recommend issuance of a temporary license to this AFC adult small group home (capacity 1-4).

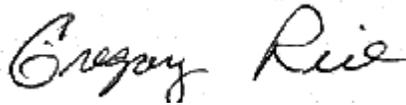


5/6/2010

Lisa Gundry
Licensing Consultant

Date

Approved By:



5/6/2010

Gregory Rice
Area Manager

Date