



RICK SNYDER  
GOVERNOR

State of Michigan  
DEPARTMENT OF HUMAN SERVICES  
BUREAU OF CHILDREN AND ADULT LICENSING



MAURA D. CORRIGAN  
DIRECTOR

May 10, 2011

Joyce Tanner  
United Residential Care Services LLC  
48605 Callens  
Chesterfield, MI 48047

RE: Application #: AS500310152  
United Residential Care Services  
48605 Callens  
Chesterfield, MI 48047

Dear Ms. Tanner:

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 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 (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>	AS500310152
<b>Applicant Name:</b>	United Residential Care Services LLC
<b>Applicant Address:</b>	48605 Callens Chesterfield, MI 48047
<b>Applicant Telephone #:</b>	(586) 598-8265
<b>Administrator/Licensee Designee:</b>	Joyce Tanner, Designee
<b>Name of Facility:</b>	United Residential Care Services
<b>Facility Address:</b>	48605 Callens Chesterfield, MI 48047
<b>Facility Telephone #:</b>	(586) 598-8265
<b>Application Date:</b>	08/31/2010
<b>Capacity:</b>	6
<b>Program Type:</b>	AGED PHYSICALLY HANDICAPPED

## II. METHODOLOGY

08/31/2010	Enrollment
09/08/2010	Contact - Document Received Licensing file received from Central Office on 9/8/2010.
09/08/2010	Application Incomplete Letter Sent
10/25/2010	Contact - Telephone call made Called the licensee designee and left a message.
01/03/2011	Contact - Document Received Received licensing documents from applicant.
01/03/2011	Application Incomplete Letter Sent Sent letter to applicant of changes needed in documents.
01/25/2011	Contact - Document Received Documents received by the applicant on licensing, not complete.
02/14/2011	Application Incomplete Letter Sent Letter sent to applicant regarding needed revisions and additional documents required.
03/29/2011	Application Complete/On-site Needed
04/11/2011	Inspection Completed On-site Preliminary Inspection conducted this date
05/10/2011	Inspection Completed On-site Final Inspection completed
05/10/2011	Inspection Completed-BCAL Full Compliance

## III. DESCRIPTION OF FINDINGS & CONCLUSIONS

### A. Physical Description of Facility

United Residential Care Services is a ranch style, brick and vinyl sided home located at 48605 Callens Road in Chesterfield Township, MI. The home contains a living room, large and spacious family room, kitchen and dining room, two and half bathrooms, three resident bedrooms, laundry room, storage room and office in a sunroom. There is no basement and the furnace is located on the first floor within the half bathroom. The home is approximately 2100 square feet and has public water and sewage through Chesterfield Township.

Two inspections were conducted by the consultant, a preliminary inspection on April 11, 2011 and a final inspection on May 10, 2011. The facility was noted to be in full compliance at the final inspection with regards to licensing rules and regulations for small group homes.

Ms. Tanner is the licensee designee and administrator and was present for both inspections. She indicated that the bedrooms will be utilized for residents as follows:

<b>Bedroom</b>	<b>Dimensions</b>	<b>Sq. Ft.</b>	<b>Number of Residents</b>
Northeast	15'8" x 10'6"	164.43	2
Northwest	14'4" x 11'6 1/2"	165.37	2
Southwest	14'4" x 11'1"	158.78	2

The facility can accommodate six residents in accordance with Rule 400.14409 (3).

Measurements were taken of the dining room, living room and the family room. The dining room measured 11'5" x 7'10" or 89.42 square feet; the living room measured 15'3" x 13'5" or 204.66 square feet; and the family room measured 19'4" x 16' 1/2" or 310.05 square feet. The total square footage of indoor living space is 604.13 square feet, adequate for six residents (minimum requirement of 210 square feet for 6 residents at 35 square feet per resident). The applicant has met compliance with Rule 400.14405 (1) regarding living space.

The home was well maintained, clean and nicely furnished. There was sufficient furnishing for residents including a dining room table for six residents and a kitchen table, couches, big screen television, and bedrooms with dressers, twin beds, chairs mirrors, closets and lighting. The applicant had sufficient linens and two sets of towels for each resident. The kitchen was very spacious with adequate cookware, dishes, silverware, drinking glasses, small appliances, etc. The refrigerator and freezer had thermometers in them. The oven was clean. The waste receptacle had a lid. Poisons and caustics are located away from food preparation areas. Medications will be located in a cabinet and are located in a room off the family room that has a lock on the door. Bathrooms contained non-skid flooring in the tub/shower floor areas and had handrails for residents to grab.

A fire safety inspection was conducted at the preliminary and final inspections. All interconnected smoke detectors were functional when activated and audible in all areas of the home. All door locking hardware was noted to be single motion, non-locking against egress on the exits. Locking hardware was removed from the bathroom doors. Bedroom windows opened easily. Interior finish is drywall. A fire extinguisher was mounted on the wall on the main floor. The applicant submitted written procedures for a fire, severe weather, and medical emergencies. The schematic fire evacuation floor

plan with the designated exits was posted by the front door in the home and near the main hallway. Emergency telephone numbers were posted by the telephone. An electrical inspection was completed on December 17, 2010 by Derek Lubinski, Master Electrician who stated he inspected the electrical wiring the electrical service panel and GFI plugs by water compartments. He stated that all appeared in good condition and wired correctly, working properly. He stated the wiring is safe and has been maintained well. On October 19, 2010 the applicant had Air Direct Mechanical completed an inspection of the furnace, including cleaning the burners, checking the heat exchangers, checking the controls, and carbon monoxide check. He stated the furnace is in good working order at this time.

## **B. Program Description**

United Resident Care Services LLC submitted licensing application materials on August 31, 2010 for an original license issuance for a small group home. The application states that the company will accept both males and females who are elderly, ambulatory or non-ambulatory and that the proposed capacity is six residents.

The following documents for the limited liability company were submitted: organizational chart, evidence the company has been registered through Michigan Department of Energy, Labor and Economic Growth, financial documents, and personal policies and procedures accompanied by job descriptions.

Ms. Joyce Tanner is both the licensee designee and administrator authorized to conduct business and make decisions on behalf of the company. Ms. Tanner has over a year experience working with the elderly. She has provided evidence she is in good mental and physical health via a medical clearance dated February 16, 2011 and a negative tuberculin test dated August 25, 2010. A criminal history check was completed on August 10, 2010 confirming Ms. Tanner is of good moral character. Ms. Tanner submitted evidence of high school graduation and verification of all training materials in compliance with Rule 400.14201 (3) and (6).

During the final inspection, Ms. Tanner was present and made available the following facility records: Program Statement; Admission and Discharge Policies; Staff Training Plan; Staffing Schedule; Written Emergency Preparedness Plans; Standard and Routine Procedures; Refund Policy; Floor Plan with Measurements; Job Descriptions; Furnace and Electrical Inspections; Designated Person in the absence of the administrator; Proposed Menus; Statement of property taxes indicating ownership; financial documents including proposed budget for the facility and the income statement and balance sheet for the company; and the Emergency Repair List with telephone numbers.

Ms. Tanner currently has one employee besides herself. I reviewed the employee record and found that the record was in compliance with regards to a completed application, two reference checks, driver's license (which verifies age), work experience

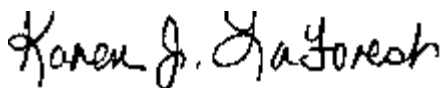
and education, physical and TB test with results, signature of receipt for job description and personnel policies, and all training including CPR, First Aid, Medication Administration, Reporting Requirements, Recipient Rights, Fire and Safety, Prevention and Containment of Communicable Diseases, and Personal Care, Protection and Supervision. It was explained to Ms. Tanner that as soon as she is licensed, she must obtain a fingerprint check on the employee prior to assumption of duties. At the final inspection, I reviewed with Ms. Tanner the necessary resident records to be maintained that included the following: Resident Identification and Information Record; Resident Weight Records; Resident Health Care Appraisal; Resident Medication Record; Resident Medical Appointment Record; Resident Incident and Accident Reports; Resident Assessment Plans; Resident Care Agreements; Resident Funds and Valuables Part I and Part II; Resident Grievance Procedures; Resident Register and Resident Fire Drills. Prior to the expiration of the temporary license, the consultant will review resident records to ensure compliance with Rule 400.14316 pertaining to resident records.

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

There were no rule or statutory violations noted.

## **IV. RECOMMENDATION**

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



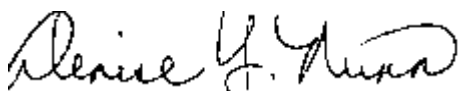
5/10/2011

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Karen LaForest  
Licensing Consultant

Date

Approved By:



5/10/2011

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Denise Y. Nunn  
Area Manager

Date