



RICK SNYDER  
GOVERNOR

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



MAURA D. CORRIGAN  
DIRECTOR

October 31, 2011

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

RE: Application #: AS380314752  
Bethany III, Inc.  
1000 E. Porter Street  
Jackson, MI 49202

Dear Ms. Dill:

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 (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>	AS380314752
<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, Designee
<b>Name of Facility:</b>	Bethany III, Inc.
<b>Facility Address:</b>	1000 E. Porter Street Jackson, MI 49202
<b>Facility Telephone #:</b>	(517) 768-8323
<b>Application Date:</b>	08/09/2011
<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.

08/09/2011	Enrollment
08/10/2011	Contact - Document Sent Rules & Act booklets
08/10/2011	Application Incomplete Letter Sent
08/30/2011	Contact - Document Received
08/31/2011	Application Complete/On-site Needed
10/04/2011	Application Incomplete Letter Sent
10/05/2011	Contact - Telephone call made Telephone call to Mr. John Madden at Fire Safety. Case discussion regarding the two hour fire wall.
10/11/2011	Contact - Document Received
10/11/2011	Inspection Completed On-site
10/19/2011	Contact - Telephone call made Telephone call to Mr. Madden at Fire Safety.
10/19/2011	Contact - Telephone call made Ms. Pam Dill
10/26/2011	Inspection Completed-BCAL Full Compliance

### **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 the wing extremities of the single level facility are constructed on cement slabs.

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.  
Large Storage 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 room and dinning room: 18' 9" x 42" = 787.5

The washer and dryer are located in an enclosed area off the dining room.

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

The central hub of the building the facility is attached to 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 the 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 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 facilities.

## **B. Program Description**

### **Administrative Structure and Capability:**

The applicant is a Domestic Nonprofit Corporation, having been formally incorporated on 03/28/2008. The applicant address is 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.

### **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.

### **Program Information:**

Bethany III, 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, in addition to room and board, for men and women who are 60 years of age and older, for 24 hours a day, 5 or more days a week, and for two or more consecutive weeks for compensation. The facility is equipped and arranged to serve individuals with physical handicaps.

Bethany III 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 III 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 III does not provide transportation; however, they will arrange for and assist residents with taking advantage of available 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 Bethany III, an AFC adult small group home, with a capacity of 6 residents.

*Mahtina Rubritius*

10/31/2011

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Mahtina Rubritius  
Licensing Consultant

Date

Approved By:

*Gregory V. Corrigan*

10/31/2011

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Gregory V. Corrigan  
Area Manager

Date