



RICK SNYDER
GOVERNOR

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



MAURA D. CORRIGAN
DIRECTOR

February 15, 2012

William Phillips and Christine Phillips
623 Whites
Kalamazoo, MI 49008

RE: Application #: AS390313581
Phillips 2
741 Whites Road
Kalamazoo, MI 49008

Dear William and Christine Phillips:

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,

Susan Gamber, Licensing Consultant
Bureau of Children and Adult Licensing
322 E. Stockbridge Ave
Kalamazoo, MI 49001
(269) 337-5028

enclosure

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

I. IDENTIFYING INFORMATION

License #:	AS390313581
Applicant Name:	William Phillips and Christine Phillips
Applicant Address:	623 Whites Kalamazoo, MI 49008
Applicant Telephone #:	(269) 382-6549
Administrator/Licensee Designee:	William Phillips, Administrator
Name of Facility:	Phillips 2
Facility Address:	741 Whites Road Kalamazoo, MI 49008
Facility Telephone #:	(269) 532-1725 05/16/2011
Application Date:	
Capacity:	6
Program Type:	AGED DEVELOPMENTALLY DISABLED TRAUMATICALLY BRAIN INJURED PHYSICALLY HANDICAPPED

II. METHODOLOGY

05/16/2011	Enrollment
05/19/2011	Application Incomplete Letter Sent 1326's for William & Christine
05/24/2011	Contact - Document Received 1326's for Christine & William Phillips
05/25/2011	Contact - Document Sent Rule & ACT Books
05/25/2011	Application Complete/On-site Needed
05/25/2011	File Transferred To Field Office Kalamazoo
05/30/2011	Application Incomplete Letter Sent
01/24/2012	Inspection Completed On-site
01/27/2012	Inspection Completed On-site
02/14/2012	Contact - Document Received city permit approval
02/14/2012	Inspection Completed-BCAL Full Compliance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

This home is located in a residential neighborhood. It is an L shaped home on a terraced landscape. Because of the terraces, living space is located on three levels. Each level has exits at ground level. At one time the building was used as a group home, and then as three separate rental units. The property is zoned only for single family use so the applicant converted it back to foster care.

The uppermost level is accessed from a driveway. This level is two stories with an attached garage. The top story of the upper level is entered from either the garage or a separate outside exit. There is also an inside stairway that leads to the main level. The top story contains two bedrooms, a bath, kitchen, living room and office. While there would be space to house three residents, non-ambulatory residents would have no access to the rest of the building without exiting to the outside and down a ramp. For this reason the applicants have decided that this upper level will serve only as office space and will not be utilized for residents. The stairway leading to the main level will be locked off and not available to residents.

The bottom story of the upper level consists of basement/storage space, which will not be available to residents either. This level does have an exit directly to the outside, as well as entrance directly into the main level. The driveway at the upper level is currently graveled, but the building permit requires that it be paved when the weather allows.

From the upper parking lot the main level, which will be used by residents, is accessible by a set of outdoor stairs and an outdoor ramp of approximately 150 feet. There is also a driveway from the upper drive that goes down a hill to a parking area accessible from the main level. This lower parking lot is where residents will most likely be transported from. The driveway has been approved by the city inspector.

The ramp to the main level has also been approved by the city inspector. It meets the requirement of 1 foot of rise in 12 feet of run and a landing every 30 feet. The ramp contains five landings.

The main level contains a ground level exit to the lower parking area from the family room, a ground level exit door leading to the ramp and the stairs, and one bedroom has an exit directly to the outside ground level. The bedroom exit door may be used by that resident and in an emergency, but it is not to be a routine means of egress. The back of the house contains a sliding door to a deck which is not at ground level but has steps down to the back yard.

One entrance door leads into the family room, which is at a slightly lower level than the rest of the house. A small indoor ramp has been installed to permit wheelchair access to the rest of the main level. There is also a stairway to the upper story, which will not be utilized by residents.

The main level has four bedrooms, all of which have sufficient floor space to house two residents. The two smallest bedrooms (168 square feet and 154 square feet) will be utilized as single bedrooms. The two larger bedrooms (288 square feet and 196 square feet) will each house two persons, for a total capacity of six residents. Bedrooms have been furnished with beds, dressers, a mirror and a chair.

The main level also contains a kitchen, dining room, family room and bathroom. There is sufficient square footage of living space for six residents and a live in employee.

The single bathroom on this level has had the door widened to accommodate a wheelchair, but otherwise has no special accommodations. It has a standard sink, toilet and bathtub/shower combination.

From the main level a stairway leads to the lower level walk out basement. It contains a living room, bedroom, kitchen, bathroom, laundry room and furnace room. This lower level has a walk out deck at ground level and a second exit to an outside stairway that goes up to the main level grounds. This lower level will be used as housing for the live in employee.

This facility is located within Kalamazoo city limits so is on public septic and water lines. Emergency services will be provided through the city.

Furnace rooms are located on the lower walk out level and in the basement/storage area. Floor separation has been provided. Wall materials meet a minimum of Class C requirements. The hardwired smoke detection system throughout the building was recently inspected and found to be in working order. Required fire extinguishers are in the home.

B. Program Description

The applicants' program statement identifies the populations of developmentally disabled, physically handicapped, and/or mentally impaired adults of any age and either sex. They have made application for specialized certification to accept placements under contract to community health agencies.

William and Christine Phillips have operated a family adult foster care home since 1995, which is located a block away from their proposed small group home. They will continue to operate the family home in addition to the small group home. The small group home will be staffed with one live in employee with additional staffing as needed.

They have a van for transportation which they intend to share between their two foster homes. They also intend to have residents utilize public transportation services.

Mr. & Mrs. Phillips have had satisfactory license record clearances completed to demonstrate good moral character. They have obtained medical clearances and submitted current evidence that they are free of communicable tuberculosis. They have submitted documentation of their experience and competencies to be licensees for a group home.

The applicants intend to train employees using a curriculum approved by community health for specialized homes, which will also cover the competencies required by licensing rules.


The applicants have submitted required policies, including program and admission statements, discharge and refund policy, and their personnel policy for approval. Technical assistance was provided on Act and administrative rule requirements related to home, resident and employee record keeping including the handling and accounting of resident funds. The applicants are aware of the statutory requirements pertaining to the hiring or contracting of persons who provide direct services to residents.

C. Rule/Statutory Violations

The applicants are found to be in substantial compliance with the licensing act and applicable administrative rules. Quality of care compliance will be further evaluated once a license is issued and residents are in care.

IV. RECOMMENDATION

Based on the findings I recommend that a temporary license be issued. The terms of the license will enable the licensee to operate a small adult foster care group home for six residents. The term of the license will be for a six month period.

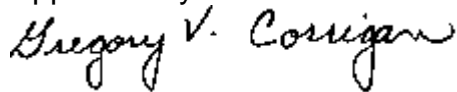


February 15, 2012

Susan Gamber
Licensing Consultant

Date

Approved By:



February 15, 2012

Gregory V. Corrigan
Area Manager

Date