



RICK SNYDER
GOVERNOR

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



MAURA D. CORRIGAN
DIRECTOR

March 26, 2012

Rodica Dafinescu
21728 Albion Avenue
Farmington Hills, MI 48336

RE: Application #: AS630314214
Orchard Manor
32777 Raphael Road
Farmington Hills, MI 48330

Dear Ms. Dafinescu:

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 (248) 975-5053.

Sincerely,

John Pochas, Licensing Consultant
Bureau of Children and Adult Licensing
Suite 1000
28 N. Saginaw
Pontiac, MI 48342
(248) 975-5085

enclosure

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

I. IDENTIFYING INFORMATION

License #:	AS630314214
Applicant Name:	Rodica Dafinescu
Applicant Address:	21728 Albion Avenue Farmington Hills, MI 48336
Applicant Telephone #:	(248) 321-2378
Administrator/Licensee Designee:	Rodica Dafinescu
Name of Facility:	Orchard Manor
Facility Address:	32777 Raphael Road Farmington Hills, MI 48330
Facility Telephone #:	(248) 321-2378
Application Date:	06/24/2011
Capacity:	6
Program Type:	MENTALLY ILL AGED ALZHEIMERS

II. METHODOLOGY

06/24/2011	Enrollment
07/05/2011	Contact - Document Sent Rules & Act booklets
08/05/2011	Contact - Document Received Original application related documents.
11/08/2011	Contact - Document Received Qualifications
11/08/2011	Application Incomplete Letter Sent
11/09/2011	Contact - Telephone call made Attempt to schedule onsite.
03/16/2012	Onsite Inspection Completed
03/23/2012	Recommend License Issuance
03/26/2012	LSR Generated

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

This evaluation is based upon the requirements of P.A. 218 of the Michigan Public Acts of 1979, as amended, and the Administrative Rules governing operation of small group adult foster care facilities with an approved capacity of 1-12 residents, licensed or proposed to be licensed after 5/24/94.

1) Environmental Conditions

Orchard Manor is located at 32777 Raphael Road, Farmington Hills, Michigan 48330. The home is situated to the west of Orchard Lake Road and north of 10 Mile Road, in Oakland County, Michigan. Dumitru Dafinescu is the owner of record for the property. Proof of ownership is contained in the facility file.

Orchard Manor is aluminum and stone-sided ranch without basement. The home is located on a very large lot in a suburban area of similar construction homes. The home has a two car attached garage and is landscaped. The interior of the home is completely remodeled, comfortable, clean, and nicely decorated.

The main entrance opens into a large foyer area which leads directly into the dining room with a living room to the right and a kitchen to the left. The home has a newly decorated full private baths attached to 4 of the 6 bedrooms. Two bedrooms are located to the right of the foyer. And the remaining 4 bedrooms are located down a hallway on the left. A enclosed gas-fired furnace is located in the attic. The washer and dryer were located off a closet area in the hallway. Floor separation is provided by construction grade rafter and ceiling lumber.

Resident bedrooms were measured at the time of inspection and were found to be of the following dimensions and accommodation capability:

<u>BEDROOM</u>	<u>DIMENSIONS</u>	<u>SQ. FOOTAGE</u>	<u>OCCUPANCY</u>
Bedroom # 1 E	10' x 12'	120	1
Bedroom # 2 SE	10' x 12'	120	1
Bedroom # 3 S	10'3" x 10'	103	1
Bedroom # 4 SW	10' x 10'	100	1
Bedroom # 5 N	10' x 10'	100	1
Bedroom # 6 W	10' x 10'	100	1
		Total Occupancy:	6

Compliance with rule R400.14409 (6) was demonstrated at the time of final inspection.

Based upon the above information, this facility has the square footage necessary to accommodate up to 6 adults, as requested in the application.

The living space for the home was measured and is listed below:

The home has a large living room that measures 24' x 15', a dining area that measures 12'x 14', and a kitchen that measures 18' x 15'. The proposed capacity for the home is 6. Based upon the above measurements, there will be more than the required 35 square feet per resident minimal living space available for the residents of the home.

The bedrooms were properly furnished, clean, and neat. Each bedroom has an easily operable window with screen, a mirror for grooming and a chair. The bedrooms all have adequate closet space for the storage of clothing and personal belongings. The bedrooms also have adequate lighting to provide for the needs of the staff and residents. The shower and bathtub area is equipped with required non-skid surfacing and handrails, to assure resident safety in the maintenance of personal hygiene. The bathrooms were equipped with soap and paper towels for hand washing. I also observed that the facility was equipped with all required furnishings, linens, cooking and eating utensils.

Orchard Manor has public water and sewage services. Garbage disposal service is provided through Waste Management Disposal. The kitchen and bathroom areas were

evaluated, and were found to be adequately equipped and in clean condition. All necessary appliances were present at the time of final inspection. Poisons and caustics will be stored in a secured area not used for food storage or preparation. The home has adequate food storage capacity. The refrigerator was equipped with thermometers to monitor the temperature of food storage. Water temperature was tested at the time of final inspection and found to be within the acceptable range as defined by rule R 400.14401(2). The home also met the minimum requirements regarding food service (R 400.14402) and maintenance of premises (R 400.14403). Laundry facilities are located in a separate room off the bedroom hallway area. The washer and dryer were properly installed and the dryer vent was made of acceptable non-combustible material.

Based on the above information and observations, I found the facility to be in substantial compliance with Departmental requirements regarding environmental conditions.

2. Fire Safety

Orchard Manor has a fully integrated hard wired smoke detection system to meet the requirements of R 400.14505. The smoke heads are placed as required by the rule. The home has smoke detectors in the furnace room and kitchen area. The home also has a fire extinguisher located on the main floor and a second was recommended at the opposite end of the home as a precautionary measure. The home has more than two means of egress from the main floor and the exit doors all meet the requirements of rules R 400.14507 and R 400.14509. The means of egress were measured at the time of final inspection and meet 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 doors have conforming hardware. The bedrooms of the home also 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 400.14502, R 400.14503, and R400.14504.

A gas forced air system heats the facility. The furnace was recently installed and the applicant supplied a copy of the report for review at the time of the final inspection. The furnace is located in the attic area. The home has a state of art hot water heater (i.e. on demand) located in a closet area off of the bedroom hallway. The administrator was advised that water temperature should be monitored on a regular basis. The water temperature was tested at the final inspection and found to be in compliance with the rule R 400.14401(2). I also found the electrical service (circuit breaker panel) to be adequate and in safe condition at the time of final inspection. The home was found to be in compliance with rules relating to interior finish, smoke detection equipment, fire extinguishers, means of egress, both generally and for bedrooms, heating equipment, flame producing equipment; enclosures, and electrical service.

I reviewed the facility's emergency procedures, which contain written instructions to be followed in case of fire, and medical emergency. Evacuation routes were also posted in the facility, with emergency telephone numbers posted in proximity to the telephone.

The home had its emergency preparedness plans posted as required. The home has emergency medical services available through the city of Farmington Hills. The applicant understands the Departmental requirements relating to the maintenance of fire drill records which were discussed with the applicant. The applicant has indicated that it is her intent to conduct fire drills at least on a monthly basis, one per shift per quarter, as well as to maintain a record of these fire drills, and resident performance during such drills.

Based upon the above observations and information, I found this facility to be in substantial compliance with administrative rules pertaining to emergency preparedness and fire safety.

B. Program Description

1) Program Statement

The applicant submitted a copy of the program statement to the Department for review and inclusion in the licensing record. The document is acceptable as written. The facility will offer a program and services for male and female adults, who are elderly, may have Alzheimer's or Mental Illness. According to the program statement, the goal of the program is to maximize the functioning of each resident's capability and condition. Self-care and daily living skills will be promoted through on-going guidance in the areas of dressing, grooming, nutrition, supervision, protection and use of community resources. All transportation will be provided to facilitate that residents assessment plan requirements.

2) Required Information

On 06/24/12, the Department received a license application and application fee from Mrs. Rodica Dafinescu to operate a small group AFC facility at the above referenced address in Farmington Hills, Michigan. The applicant is seeking to operate a program for elderly men and women in addition to individuals with Alzheimer's and/or Mental Illness.

As part of the application process the applicant submitted admission, discharge policies for Orchard Manor. The documents are acceptable as written. Also included in the Department files are a proposed staffing pattern, a current organizational chart, a proposed budget, a floor plan with room use and size specifications, and current financial documents. As part of the licensing process, the applicant presented personnel policies, routine procedures, and job descriptions for review during the final inspection. The documents are kept in the home and are available for review.

The administrative structure for Orchard Manor is as follows:

Licensee Designee: Rodica Dafinescu
Administrator: Rodica Dafinescu

A Records Clearance Request has been processed for Mrs. Radico Dafinescu. Based upon the information from the Record Clearance Report, I find that she is of good moral character, sound judgment, and is suitable to provide care to dependent adults. A current Licensing Medical Clearance form for Mrs. Dafinescu is contained in the record. The form indicates that she is in good physical and emotional health, and there is no reason why she should not be involved in the operation of this facility, and the provision of adult foster care. A current negative TB test is also on file with the Department.

As referenced above, Mrs. Dafinescu submitted, on behalf of Orchard Manor, financial information as part of the new application process. The applicant submitted a projected budget for the home and credit report. Based on the information presented, I have determined that the applicant has demonstrated a stable financial position and possesses the financial capability to operate an adult foster care facility at the above referenced location.

3) Qualifications and Competencies

The applicant, Mrs. Rodica Dafinescu, possesses a Michigan RN license and has worked as a staff RN for a nursing home/convalescence Center for the last two years. In addition, Mrs. Dafinescu has worked in Adult Psych, neuro and extended care settings for several years.

Based on such previous experience, Mrs. Dafinescu has demonstrated that she has the administrative and management expertise to run the Adult Foster Care facility. Based on personal contact and materials submitted I conclude that Mrs. Dafinescu has demonstrated her competency as required by the rule R 400.14201.

At the time of the final inspection, Mrs. Dafinescu indicated that there were no changes to report in information previously submitted in this application for a license. The applicant was advised of Departmental requirements relating to changes in information, as outlined under administrative rule R400.14103 (5), and has indicated that it is the intent of the corporation to assure continued compliance with this rule. The applicant was also reminded of Departmental requirements pertaining to posting of the license as outlined under rule R400.14103 (4), and has indicated that it is her intent to maintain compliance with this requirement.

Based on the above information, I have determined that Mrs. Dafinescu is in substantial compliance with rule R400.14103 regarding required information and reporting changes, and rules R400.14201, R400.14202, and R400.14205 regarding qualifications and health of the Applicant.

As required by the rule R400.14202, the home has a designated administrator. Mrs. Rodica Dafinescu will act as administrator for Orchard Manor. Based on the information submitted and information reviewed in the home at the time of the final inspection, Mrs. Dafinescu meets the requirements of the rules and is qualified based on his background and training to act as administrator for Orchard Manor.

The applicant understands that in accordance with rules R 400.14307, R 400.14308, and R 400.14309 regarding behavior intervention and crisis intervention, individual intervention programs will only be used at the least restrictive level necessary as defined in the individual plan of service. Only trained staff shall implement such programs. Facility staff will not utilize seclusion or restraints. Documentation of the implementation of any behavior management program will be maintained in the facility and will be available at all times for Departmental review.

As mentioned above, the applicant submitted copies of the proposed admission and discharge policies to the Department for review, and inclusion in the licensing record. I have reviewed the documents and determine that they do not conflict in content or intent with current rules and are therefore acceptable as written. A copy of the proposed staffing pattern is contained in the licensing file. The proposed staffing pattern appears to meet the care requirements of the proposed population described in the home's program statement and the minimum requirements of rule R 400.14206.

Individuals, who are interested in placement into the Orchard Manor, should contact Mrs. Dafinescu at the facility. The applicant also understands that the facility will conduct its own evaluation and written assessment of any individual who is referred for placement. The purpose of this assessment is to judge whether the individual fits the criteria established in the home's program statement and is compatible with the current residents. A resident care agreement and a current health appraisal are also required at the time of admission. Based upon the above information, the facility is found to be in substantial compliance with requirements of rule R400.14302 pertaining to admission and discharge.

4) Facility and Employee Records

I have reviewed Orchard Manor personnel policies and determined that they do not conflict with statutory or administrative rule requirements. The job descriptions for Orchard Manor were reviewed and submitted to the department. They are acceptable as written. I have also discussed with the applicant the good moral character requirements as related to the hiring of staff. Particular attention was placed upon the new rule related to the determination of good moral character by the applicant (R 400.14734b). I have reviewed the process that the home will follow and find it meets the intent of the administrative rules. The applicant is well aware of the requirements for employee records based on previous technical assistance and consultation provided at time of onsite inspection.

a) Facility Records in General (Rule R400.14209)

The resident care agreement proposed for use in this facility is the current Department resident care agreement. Departmental requirements pertaining to maintaining a resident register, as required under rule R400.14210 have been discussed with the applicant and the applicant indicates that it her intent to comply with this requirement. Copies of required Department forms were also given to the applicant during the course of the pre-licensing period. The applicant indicated that he understands the Department requirements for record keeping.

Home menus have been discussed and the applicant understands the requirements set forth in rule R400.14313 and has indicated that the home will meet the requirement with respect to nutrition and menus as stated in the rule. Ms. Dafinescu has been advised that all working menus are to be dated, prepared in advance, and that any changes or substitutions may be reflected on the working menus. Menu records are to be maintained in the facility for a period of one year. The applicant was also advised that a licensed physician must order any special diets implemented in the home.

b) Employee Records (rules R400.14204 and R400.14208)

Based on the applicant's previous experience, the applicant is well aware of the requirements for staff qualifications and training and intends to comply with the rules. The applicant understands that all employees must submit to a pre-employment physical, which includes a TB tine test. The results of the test are obtained before employment begins. The applicant will also verify age and check references before a person is offered employment. The applicant will provide an orientation and training of its own relating to reporting requirements, emergency procedures, prohibited practices, resident rights, and personal care, protection, and supervision required in adult foster care. Each employee must complete certified training in First Aid and CPR. Evidence of staff training will be maintained in the employee records for future Departmental review. Based upon our conversation at the time of inspection, the administrator/ applicant understand and intend to comply with the requirements of rules R400.14204 and R400.14208.

5) Resident Care, Services, and Records

Departmental requirements pertaining to resident records as specified in rule R400.14316 were discussed with the Applicant. The Applicant has indicated that it is the home's intent to comply with these requirements. During the course of the pre-licensing investigation, I advised the applicant of Departmental requirements pertaining to resident rights and prohibited practices as outlined under rules R400.14304 and R400.14308. The applicant attests that it is the intent of the home to achieve and maintain compliance with these requirements.

Also discussed were Departmental requirements pertaining to incident and accident reports, as outlined under rule R400.14311 and the requirements for safeguarding and distributing of prescription medication as outlined in rule R400.14312. The applicant has again indicated that it is their intent to achieve and maintain compliance with these requirements. I determined that the facility was in substantial compliance with Departmental requirements pertaining to investigating and reporting as stipulated in rule R400.14311, resident medication as stipulated in rule R400.14312, and resident rights as outlined in rule R400.14304.

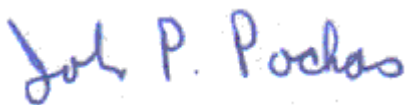
I discussed the rules pertaining to the handling of resident funds with the administrator/applicant at the time of the final inspection. The applicant was provided with copies of the Department forms Resident Funds and Valuables Parts II & I. The applicant is aware that these are required forms and an alternate form cannot be used unless the Department approves the form. Compliance will be evaluated at the time of renewal.

The applicant is aware of the requirements of rules R400.14318 and R400.14319, and assures me that the applicant will comply with the requirements of the rules regarding emergency and regular transportation.

In conclusion, the facility, by virtue of observation, interview, and review of program documentation, is found to be in substantial compliance with Departmental requirements relating to resident care, services, and records. A more complete evaluation of resident services will be made at the time of license renewal.

IV. RECOMMENDATION

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



03/26/2012

John Pochas
Licensing Consultant

Date

Approved By:



03/26/2012

Denise Y. Nunn
Area Manager

Date