



RICK SNYDER
GOVERNOR

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



MAURA D. CORRIGAN
DIRECTOR

April 15, 2013

Evelyn Walker
Twin Maples Inc.
158 Robinson Road
Jackson, MI 49203

RE: Application #: AS380319648
Twin Maples Care Facility
158 1/2 Robinson Road
Jackson, MI 49203

Dear Ms. Walker:

Attached is the Original Licensing Study Report for the above referenced facility. You have submitted an acceptable written corrective action plan covering the violations cited in the report. The study has determined substantial compliance with applicable licensing statutes and administrative rules. Therefore, a temporary license with a maximum capacity of 2 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 (517) 241-2585.

Sincerely,

for Cindy Adams
Cindy Adams, Licensing Consultant
Bureau of Children and Adult Licensing
301 E. Louis Glick Hwy
Jackson, MI 49201
(517) 262-8604

Enclosure

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

I. IDENTIFYING INFORMATION

License #:	AS380319648
Applicant Name:	Twin Maples Inc.
Applicant Address:	158 Robinson Road Jackson, MI 49203
Applicant Telephone #:	(517) 750-2968
Licensee Designee:	Evelyn Walker
Administrator:	Tim Stone
Name of Facility:	Twin Maples Care Facility
Facility Address:	158 1/2 Robinson Road Jackson, MI 49203
Facility Telephone #:	(517) 750-2968
Capacity:	2
Program Type:	MENTALLY ILL DEVELOPMENTALLY DISABLED

II. METHODOLOGY

05/01/2012	Enrollment
05/02/2012	Contact - Document Sent Rules & Act booklets
05/02/2012	Application Incomplete Letter Sent
05/14/2012	Application Complete/On-site Needed
07/10/2012	Inspection Completed On-site
07/10/2012	Inspection Completed-BCAL Sub. Compliance
08/06/2012	Inspection Completed On-site
08/20/2012	Application Incomplete Letter Sent
10/16/2012	Contact - Document Received Updated medical from Ms. Walker, staffing patterns, proposed budget, and Lifeways contract.
10/16/2012	Inspection Completed On-site Full Compliance
03/13/2012	PSOR on Address Completed Contact – Telephone call to Ms. Walker to clarify program types requested
4/13/2013	Contact – Document Received Fingerprint clearance

Licensing for this facility is based upon Public Act 218 and the administrative rules for small group homes effective May 24, 1994.

This investigation included a review of the application, forms, and supporting documents including but not limited to the following: corporate documents, property ownership, organizational charts, criminal history and medical clearances, applicant financial reports, admission, discharge, refund policies, program statement, personnel policies and procedures, job descriptions, staffing patterns, routine and emergency numbers, written emergency plan and emergency repair numbers, and on-site licensing inspections.

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

Twin Maples Care Facility, 158 ½ Robinson Road, is located on the outskirts of the city of Jackson, state of Michigan. This facility is a one story brick building, built on a basement, and physically adjoining a separate licensed facility, Twin Maples Inc., (AM380093368). The address of Twin Maples Inc. is 158 Robinson Road, Jackson, MI 49203.

Review of the facility file for Twin Maples Inc., (AM380093368), reflects that the licensee has separated the south end of the facility from the rest of the facility via a two-hour fire separation. Access to the south end of the facility is via a fire separation door. At the time of the original license issuance, a fire marshal from the Office of Fire Services conducted an onsite inspection, and issued a full approval fire safety certification for the facility. Over the years, the licensee has consistently used this area primarily for the licensee's business office space and file storage area.

The resident use areas for Twin Maples Care Facility includes a kitchen, dining/living room, bathroom, bedroom, and laundry room with access to a washer and dryer. The large conference room, across from the kitchen, will continue to be the staff office.

The resident bedroom was measured during the on-site inspection and has the following dimensions:

Location	Dimensions	Square Footage	Capacity
Bedroom #1	14' 7" x 12' 5"	181	2 Residents

The kitchen was measured and is approximately 172.5 sq. ft. The living room /dining room were measured and are approximately 144 sq. ft. The full bathroom is approximately 59 sq. ft.

The two furnaces and other flame-producing equipment are located in the basement and utilize natural gas. The metal door and frame to the basement heating plant is constructed of material which has a 1-hour-fire resistance rating. In addition, the door is equipped with an automatic self-closing device and positive-latching hardware. The facility is equipped with a hard-wired smoke alarm system, along with battery backup smoke detectors. The facility is equipped with approved fire extinguishers.

The facility has central air conditioning throughout.

The facility is serviced by a public sewer and water system.

The garbage service is provided by a private vendor and is removed weekly.

B. Program Description

Twin Maples Care Facility will provide adult foster care to residents diagnosed with mental illness and/or developmental disability in need of assistance with activities of daily living. The applicant intends to provide personal care, 24-hour supervision, and protection to two male or female adults. This facility is not wheelchair accessible, and the residents must be ambulatory.

The philosophy and program statement for Twin Maples Care Facility indicates that the mission is to provide a caring environment which promotes progress toward an individual's independence and improved quality of life. The objective is to provide a residential program to promote and maintain the social and emotional growth for each individual. They encourage cooperation, self-esteem and independence for each resident. The residential programs will focus on self-care skills such as hygiene, routine daily activities, and following simple directions. According to the program statement, the care will be provided by well trained staff in a family atmosphere. The staff at Twin Maples Care Facility will coordinate and work with case management, community programs, and an occupational therapist. The staff at Twin Maples Care Facility will work with individually contracted professionals that provide rehabilitation therapy, speech pathology, individual counseling, and family support. In addition, facility staff will follow the clinicians' orders, participate in trainings, and implement treatment plans and goals.

The facility staff will also facilitate daily recreational and leisure activities including but not limited to the following; puzzles, games, walks, movie night, music, word searches, reading, and holiday and birthday celebrations.

The licensee corporation, Twin Maples, Inc. was incorporated on February 10, 2000, within the state of Michigan. The incorporator was Ms. Evelyn Walker, and her address is that of the facility. Pursuant to a document submitted on May 15, 2012, the board of directors for the corporation are Ms. Evelyn Walker, President; Ms. Pamela Griffith, Secretary and Treasurer and daughter of Ms. Evelyn Walker; and Mr. Tim Stone, Vice President and son of Ms. Evelyn Walker.

The license designee will be Ms. Evelyn Walker. The Board of Directors of Twin Maples Care Facility has submitted documentation appointing Mr. Tim Stone as the administrator.

Ms. Evelyn Walker reported that she has several years of experience in adult foster care, as she began working in adult foster care in 1984. Ms. Walker indicated that she originally started the business as a family home; she then subsequently applied for a medium group home license and expanded the facility to a capacity of 12 residents. The purpose of the change in the licensee and establishment of the corporation was to allow for changes in the personnel operating the facility. Ms. Walker has several years of experience working with the following populations: developmentally disabled and mentally ill individuals. Ms. Walker submitted documentation of certifications and approved trainings.

Ms. Walker submitted the licensing record clearance and there was no record of a criminal history. Ms. Walker has also provided the signed physician's statement attesting to her good health. The current TB-tine testing results were also submitted and approved for Ms. Walker.

Mr. Herbert Tim Stone has many years of experience working with the populations served, as he has assisted his mother with the adult foster care programs. Mr. Stone completed high school, and has taken some college courses without attaining a college degree. Mr. Stone has worked in with adult foster care for twenty-eight years. Mr. Stone submitted documentation of completed trainings and education modules.

A criminal history background check of Mr. Stone determined that he possesses good moral character. Mr. Stone has been determined to be suitable to provide adult foster care following review of the current health care appraisal and current TB-tine testing results submitted for Mr. Stone.

The Twin Maples Care Facility staffing pattern will consist of one awake, fully trained, direct care staff for each shift, with an optional swing shift staff person during the first shift. The applicant understands that the staffing patterns are based on the needs of the residents.

Twin Maples Care Facility direct care staff will also assist with laundry services.

The Twin Maples Care Facility staff will prepare and provide a minimum of three regular and nutritious meals a day. Between regular meal times, snacks are also available.

The resident medications will be kept in a locked cabinet, which will be located in the staff office area. The medications will be administered, as prescribed by the physician, by fully trained direct care staff.

Twin Maples Care Facility will provide transportation to medical appointments and shopping needs. Facility staff will also arrange and assist for the availability of public transportation.

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.

All required documentation has been provided and reviewed. The organizational charts, program statement, admission/discharge policies, and standard routine policies were reviewed and approved. The applicant submitted a financial statement and other supporting documents to demonstrate the financial capability to operate Twin Maples Care Facility.

The resident records will be maintained and kept at the facility. The applicant is aware of the administrative rules regarding the licensee's handling of resident funds, and will comply with those requirements. The facility has a resident rights policy to provide to residents and/or designated representatives. They also agree to review resident rights with each individual resident and/or designated representative upon admission.

