



RICK SNYDER  
GOVERNOR

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



MAURA D. CORRIGAN  
DIRECTOR

June 27, 2013

Susan and Terry Griswold  
17600 W. River Drive  
Morley, MI 49336

RE: Application #: AF540339557  
River View  
17600 W. River Drive  
Morley, MI 49336

Dear Susan and Terry Griswold:

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 4 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) 373-2506.

Sincerely,

Ronald R. Verhelle, Licensing Consultant  
Bureau of Children and Adult Licensing  
1919 Parkland Drive  
Mt. Pleasant, MI 48858-8010  
(989) 948-0561

enclosure

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

**I. IDENTIFYING INFORMATION**

**License #:** AF540339557

**Applicant Name:** Susan and Terry Griswold

**Applicant Address:** 17600 W. River Drive  
Morley, MI 49336

**Applicant Telephone #:** (231) 856-7621

**Name of Facility:** River View

**Facility Address:** 17600 W. River Drive  
Morley, MI 49336

**Facility Telephone #:** (231) 856-7621

**Application Date:** 04/17/2013

**Capacity:** 4

**Program Type:** AGED  
DEVELOPMENTALLY DISABLED  
MENTALLY ILL  
PHYSICALLY HANDICAPPED  
TRAUMATICALLY BRAIN INJURED

## II. METHODOLOGY

04/17/2013	Enrollment
05/16/2013	Inspection Completed-BCAL Sub. Compliance
05/16/2013	Inspection Report Requested - Environmental Health
05/29/2013	Inspection Completed - Environmental Health: A
06/25/2013	Inspection Completed - BCAL Full Compliance

## III. DESCRIPTION OF FINDINGS & CONCLUSIONS

### A. Physical Description of Facility

The property known as River View is situated at 17600 W. River Dr., Morley, MI 49336. The property is being purchased by Terry and Susan Griswold on a land contract held by a third party. The premises are located on a lot adjoining the Little Muskegon River east of the Morley city limits. The living room, dining room, kitchen, and provider bathroom and bedroom were added on to the home in 2010.

Terry and Susan Griswold were licensed to operate Riverview AFC at 17544 West River Dr., Morley, MI 49336, from April 8, 1992, until March 22, 2013. On February 22, 2013, Terry and Susan Griswold relocated their four residents to 17600 West River Dr., Morley, MI 49336, and have been operating an unlicensed facility at this address since relocating. Please refer to Unlicensed Facility Number UA540339075, Special Investigation Number 2013A0860020, for further details.

River View features rustic styling with adequate furnishings and interior décor. The home consists of wood frame construction and is built on a crawl space. The addition has a combined dining/living room with cathedral ceiling, kitchen, provider bedroom and bathroom. The original part of the home has a sitting room, utility space, bathroom, and two semiprivate resident bedrooms. There is also a storage room in the upstairs loft. The original part of the home has electric baseboard heat and the addition is heated with a propane fueled furnace. The home is equipped with interconnected, hardwire smoke detection system, with battery back up, which was installed by a licensed electrician, inspected on June 25, 2013, and determined fully operational. Fire extinguishers are installed on each floor of the home. The home is serviced by a private well and sewage system. The capacity of the home will enable four residents to utilize two semiprivate bedrooms. There is also separate bedroom space in the home for Terry and Susan Griswold, co-licensees. The home is not barrier free and wheelchair users cannot be accepted.

Resident bedrooms were measured during the on-site inspection and have the following dimensions:

Bedroom #	Room Dimensions	Total Square Footage	Total Resident Beds
1	12' 8" x 8' 9" & 4' 1" x 9' 9"	150.56	2
2	9' 9" x 15' 7"	151.93	2

The living, dining, and sitting room areas measure a total of 599.73 square feet of living space. This exceeds the minimum of 35 square feet per resident requirement.

Based on the above information, it is concluded that this facility can accommodate four male (4) residents. It is the licensee's responsibility not to exceed the facility's licensed capacity.

## **B. Program Description**

Terry and Susan Griswold, applicants, intend to provide 24-hour supervision, protection and personal care to four (4) ambulatory residents, whose diagnosis is aged, developmentally disabled, mentally ill, physically handicapped, or traumatically brain injured. The program will include social interaction skills, personal hygiene, personal adjustment skills, public safety skills and transportation. If required, behavioral intervention and crisis intervention programs will be developed as identified in the assessment plan. These programs shall be implemented only by trained staff, and only with the prior approval of the resident, guardian, or the responsible person.

In addition to the above program elements, it is the intent of Terry and Susan Griswold, applicants, to utilize local community resources including the public schools and libraries, local museums, and shopping centers. These resources provide an environment to enhance the quality of life and increase the independence of each resident.

The furnace and hot water heaters are installed in a fixed and permanent manner and in accordance with manufacturer's instructions. An inspection of the furnace was completed and determined safe on May 23, 2013

On May 29, 2013, the Mecosta County District Health Department determined River View to be in compliance with the *Environmental Health Rules for Adult Foster Care Family Homes*.

On June 25, 2013, I determined River View to be in compliance with the *Fire Safety Rules for Adult Foster Care Family Homes*.

On June 25, 2013, I determined River View to be in compliance with *the Maintenance of Premises Rules for Adult Foster Care Family Homes*.

### **C. Applicant and Responsible Person Qualifications**

A licensing record clearance request was completed with no LEIN convictions recorded for Terry and Susan Griswold, applicants. Mr. and Mrs. Griswold and their responsible person submitted a medical clearance request with statements from a physician documenting their good health and current TB-tine negative results.

Terry and Susan Griswold, applicants, have sufficient financial resources to provide for the adequate care of the residents as evidenced by their current income from caring for AFC residents.

Terry and Susan Griswold, applicant, acknowledge the understanding of the requirement of an adult foster care family home is that the licensee resides in the home in order to maintain this category type of adult foster care license.

The supervision of residents in this family home that is licensed for (4) residents will be the responsibility of Terry and Susan Griswold, family home applicants, 24 hours a day / 7 days a week with the responsible person, Erin Vining, on call to provide supervision in relief.

Terry and Susan Griswold, applicants, acknowledge an understanding of the qualification requirements for the responsible person or volunteers providing care to residents in the home.

Terry and Susan Griswold, applicants, acknowledge an understanding of the responsibility to assess the good moral character of employees and contractors who have regular, ongoing, "direct access" to residents or the resident information or both. The licensing consultant provided technical assistance on the process for obtaining criminal record checks utilizing the Michigan Long Term Care Partnership website ([www.miltcpartnership.org](http://www.miltcpartnership.org)) and the related documents required to be maintained in each employees record to demonstrate compliance.

Terry and Susan Griswold, applicants, acknowledge an understanding of the administrative rules regarding medication procedures. In addition, Mr. and Mrs. Griswold have indicated that resident medication will be stored in a locked cabinet and that daily medication logs will be maintained on each resident receiving medication.

Terry and Susan Griswold, applicants, acknowledge their responsibility to obtain all required documentation and signatures that are to be completed prior to the responsible person and volunteers or staff working directly with residents. In addition, Mr. and Mrs. Griswold acknowledge their responsibility to maintain a current employee record on file in the home for the licensee, responsible person, or volunteer or staff, and the retention schedule for all of the documents contained within each employee's file.

Terry and Susan Griswold, applicants, acknowledge an understanding of the administrative rules regarding the admission criteria and procedural requirements for accepting a resident into the home for adult foster care.

Terry and Susan Griswold, applicants, acknowledge an understanding of the administrative rules regarding the discharge criteria and procedural requirements for issuing a 30-Day discharge written notice to a resident as well as when a resident can be discharged before the issuance of a 30-Day written discharge notice.

Terry and Susan and Griswold, applicants, acknowledge an understanding of the administrative rules regarding informing each resident of their resident rights and providing them with a copy of those rights. Mr. and Mrs. Griswold indicated that it is their intent to achieve and maintain compliance with these requirements.

Terry and Susan Griswold, applicants, acknowledge an understanding of the administrative rules regarding the written and verbal reporting of accidents and incidents and the responsibility to conduct an immediate investigation of the cause. Mr. and Mrs. Griswold have indicated their intention to achieve and maintain compliance with reporting and investigation of each incident and accident involving a resident, employee, and/or visitor.

Terry and Susan Griswold, applicants, acknowledge an understanding of the administrative rules regarding the handling of resident funds and valuables and intend to comply.

Terry and Susan Griswold, applicants, acknowledge their responsibility to obtain the required forms and signatures that are to be completed prior to, or at the time of each resident's admission to the home as well as the required forms and signatures to be completed for each resident on an annual basis. In addition, Mr. and Mrs. Griswold acknowledge their responsibility to maintain a current resident record on file in the home for each resident and the retention schedule for all of the documents contained within each resident's file.

#### **D. Rule/Statutory Violations**

The applicant was in compliance with the licensing act and applicable administrative rules at the time of licensure.

**IV. RECOMMENDATION**

I recommend issuance of a temporary license to this adult foster care family home.

*Ronald R. Verhelle*

June 27, 2013

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Ronald R. Verhelle  
Licensing Consultant

Date

Approved By:

*Mary E. Holton*

June 27, 2013

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Mary E. Holton  
Area Manager

Date