



RICK SNYDER  
GOVERNOR

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



MAURA D. CORRIGAN  
DIRECTOR

July 22, 2013

Samantha Thelen  
Bayfield Assisted Living, LLC  
Suite 200  
3196 Kraft Ave  
Grand Rapids, MI 49512

RE: Application #: AH090323912  
Bayfield Assisted Living  
3932 Monitor Road  
Bay City, MI 48706

Dear Ms. Thelen:

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 38 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,

Loma M Campbell, Licensing Staff  
Bureau of Children and Adult Licensing  
4th Floor, Suite 4B  
51111 Woodward Avenue  
Pontiac, MI 48342  
(248) 860-3110

enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	AH090323912
<b>Applicant Name:</b>	Bayfield Assisted Living, LLC
<b>Applicant Address:</b>	Suite 200 3196 Kraft Ave Grand Rapids, MI 49512
<b>Applicant Telephone #:</b>	(616) 464-1564
<b>Authorized Representative:</b>	Samantha Thelen
<b>Administrator:</b>	Rene Parks
<b>Name of Facility:</b>	Bayfield Assisted Living
<b>Facility Address:</b>	3932 Monitor Road Bay City, MI 48706
<b>Facility Telephone #:</b>	(989) 684-9600
<b>Application Date:</b>	05/08/2012
<b>Capacity:</b>	38
<b>Program Type:</b>	AGED

## II. METHODOLOGY

05/08/2012	Enrollment
06/25/2012	Application Incomplete Letter Sent
09/20/2012	Construction Permit Received
06/20/2013	Inspection Completed-Fire Safety : A
07/03/2013	Occupancy Approval (AH ONLY)
07/03/2013	Application Complete/On-site Needed
07/12/2013	Inspection Completed On-site
07/19/2013	Inspection Completed-BCAL Full Compliance

## III. DESCRIPTION OF FINDINGS & CONCLUSIONS

### A. Physical Description of Facility

Bayfield Assisted Living is located in the charter township of Monitor Township of Bay County at 3232 Monitor Road in Bay city, Michigan about five miles from downtown Bay City, MI and 18 miles from Midland, MI. The facility is close to restaurants, grocery shopping, and freeway I-75. In addition, Frankenmuth and Birch Run outlet mall is approximately 40 minutes away.

Bayfield Assisted Living is a single story, newly constructed barrier-free facility of 21, 000 square feet, built in 2013, and has a licensed bed capacity of 38.

Bayfield Assisted Living has through-wall gas forced-air heating with heating and cooling controls in centrally located areas. Each resident's room has an individual temperature control unit for heating and cooling. All common areas are heated and cooled by rooftop heating and cooling units. The entire building is fire suppressed. On 6/20/2013, the Department of Licensing and Regulatory Affairs/Bureau of Fire Services gave final approval of the fire safety system and physical plant of the building.

Bayfield Assisted Living is a non-smoking facility. The facility uses public water and sewage disposal.

Entrance into Bayfield Assisted Living is via the main entrance doors and these doors will be kept opened until 7:00 pm. After 7:00 pm, the main entrance door will be locked, and a staff member will assist with entering and exiting of the building. The building has six emergency exit doors that are alarmed/locked and can be accessed in the case of an emergency.

There are 26 resident apartments/rooms in the facility and the apartment/rooms are numbered 1 through 10 (Beach Boulevard), 11 through 20 (Lighthouse Lane), and 21 through 26 (Huron Street). There are five designs of apartments/rooms Studio 1 (277 square feet), Studio 2 (404 square feet), Studio Deluxe (516 square feet), One Bedroom (516 square feet), and One Bedroom Deluxe (576 square feet). Each resident's apartment/room has a bathroom that is equipped with a shower, sink, toilet, and grab bars. In addition, a general restroom is available for resident guests and the public. The facility provides each resident with a bed, dresser, and nightstand unless the resident opts to bring his or her own furniture.

A resident assistance system has been established that will send a signal to the pager that each staff member carries. All residents have access to an electronic notification button that is wearable via a pendant and to the pull cords located in their rooms that notify the staff member of the need for assistance or emergencies. In case of emergency or the need for assistance, the resident can depress the button or pull the cord to send a signal to the staff member's pager that indicates the location of the resident.

On 7/03/2013, Jeffrey L. McManus, P.E., Engineer with the Department of Licensing and Regulatory Affairs' Bureau of Health Systems, Division of Health Facilities and Services, measured all of the residents' bedrooms, common areas, and living spaces. All of the bedrooms, common areas, and living spaces were found to comply with HFA administrative rules and Public Act 368, as amended, and Occupancy Approval of the facility was given on 7/03/2013.

## **B. Program Description**

Bayfield Assisted Living, LLC, is the licensee for Bayfield Assisted Living and is a Domestic Limited Liability Company that has a Formation/Qualification Date of 4-18-2012. Bayfield Assisted Living, LLC has designated Samantha Thelen to be the authorized representative and Ms. Thelen has designated Rene Parks to be the administrator of Bayfield Assisted Living.

Ms. Thelen is over 18 years of age and has over 13 years of experience working with individuals who are 60 years of age or older. Ms. Thelen has a Bachelor's of Science degree in Recreational Therapy from Grand Valley University, is a certified recreational therapist specialist (CTRS), and operates other home for the aged settings in Michigan. Ms. Thelen is a volunteer presenter and educator for the Alzheimer Association of Michigan, a member of the Michigan Assisted Living Association, and is on the board of directors for Capital Healthcare Education Council.

Ms. Parks is over 18 years of age and has over 18 years of experience working with individuals who are 60 years of age or older. Ms. Parks has a Bachelor's of Health Services Administration degree from Baker College, a certificate of LPN completion from Baker College, and is a licensed nursing home administrator.

Bayfield Assisted Living will provide aged services to individuals who are 60 years of age or older. The services provided are twenty-four hour supervision, room, board, and assistance with personal care, including administration of medications. Bayfield Assisted Living has designed services and supports according to the residents' cognitive and physical capabilities. Activities will be offered throughout the day and these activities will include outings, multi-denominational church services, musical entertainment, card games, bingo, etc. In addition, a beauty salon is located on the premises for the convenience of the residents. Transportation to and from outings will be provided to residents for a nominal fee.

### C. Rule/Statutory Violations

At this time, there are no residents residing in the home. Four to seven residents will be moving into the facility within a month upon completion of the original licensing process. The facility will staff the home initially with two staff members on each shift: day shift 6:45 am to 3:00 pm; afternoon shift 2:45 pm to 11:00 pm; and midnight shift 10:45 pm to 7:00 am. The home has hired twelve staff members (six direct care staff persons, a housekeeper, dietary director, director of resident care, and three cooks) to provide services to the residents. All of the staff working in the home are provided with training that has been specifically designed for Bayfield Assisted Living. Each staff person's competencies has been tested via written testing, oral testing, and shadowing by the administrator or designee.

Technical assistance was provided to Ms. Thelen and Ms. Parks concerning Public Acts 368, as amended and administrative rule requirements related to the home, resident, and employee record keeping.

### IV. RECOMMENDATION

It is recommended that a temporary permit/license be issued. The terms of the permit/license will enable the licensee to operate a HFA for 38 residents (Aged). The term of the permit/license will be for a six-month period.



7/19/13

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Loma M Campbell  
Licensing Staff

Date

Approved By:



7/22/13

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Betsy Montgomery  
Area Manager

Date