



RICK SNYDER  
GOVERNOR

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



MAURA D. CORRIGAN  
DIRECTOR

February 3, 2014

Tanyi Agor-Baiyee  
Integrated Home Care Agency, LLC  
7900 Shire Lane  
Ypsilanti, MI 48197

RE: Application #: AS820340264  
Integrated Home Care Agency  
11425 Saint Aloysius St  
Romulus, MI 48174

Dear Mr. Agor-Baiyee:

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 5 is issued.

Upon receipt of an acceptable corrective action plan, a temporary license will be issued. If you fail to submit an acceptable corrective action plan, disciplinary action will result.

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 (313) 456-0380.

Sincerely,

Shatonla Daniel, Licensing Consultant  
Bureau of Children and Adult Licensing  
Cadillac Pl. Ste 11-350  
3026 W. Grand Blvd  
Detroit, MI 48202  
(313) 919-3003

enclosure

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

**I. IDENTIFYING INFORMATION**

**License #:** AS820340264

**Applicant Name:** Integrated Home Care Agency, LLC

**Applicant Address:** 7900 Shire Lane  
Ypsilanti, MI 48197

**Applicant Telephone #:** 734-992-3074

**Administrator/Licensee Designee:** Tanyi Agbor-Baiyee

**Name of Facility:** Integrated Home Care Agency

**Facility Address:** 11425 Saint Aloysius St  
Romulus, MI 48174

**Facility Telephone #:** (734) 635-5688  
05/07/2013

**Application Date:**

**Capacity:** 5

**Program Type:** MENTALLY ILL. AGED  
DEVELOPMENTALLY DISABLED  
PHYSICALLY HANDICAPPED

## II. METHODOLOGY

05/07/2013	Enrollment
05/07/2013	Application Incomplete Letter Sent 1326 for Tanyi and Janeclare
05/28/2013	Application Incomplete Letter Sent Discrepancy in ss nu. for Janeclare and missing info on 1326 sending back
07/16/2013	Contact - Document Received Enrollment documents
08/23/2013	Inspection Completed On-site
08/23/2013	Inspection Completed-BCAL Sub. Compliance
09/27/2013	Contact - Document Received Received enrollment documentation
10/10/2013	Inspection Completed On-site
10/10/2013	Inspection Completed-BCAL Sub. Compliance
11/26/2013	Inspection Completed-BCAL Full Compliance
12/02/2013	Contact - Document Received
01/13/2014	Application Complete/On-site Needed Received all of enrollment documents
01/22/14	Recommend License Issuance

## III. DESCRIPTION OF FINDINGS & CONCLUSIONS

The Integrated Home Care Agency is an adult foster care home located in the city of Romulus, MI. The home is a brick single-story ranch style home with a basement and no garage. It consists of a living room, a dine-in kitchen four bedrooms and two full bathrooms.

The furnace and hot water heater are located in a room that is constructed of material that has a 1-hour-fire-resistance rating with a 1-3/4 inch solid core door equipped with an automatic self-closing device and positive latching hardware. The facility is equipped with a smoke detection system that is powered by the building's electrical system with battery back-up, which was installed by a licensed electrician and is fully operational.

This facility is not wheelchair accessible.

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

Bedroom #	Room Dimensions	Total Square Footage	Total Resident Beds
West	8.92 ft. X 10.58 ft.	94.37 sq. ft.	1
South	11.66 ft. X 8.83 ft. 2.42 ft. X 2.56 ft.	109.20 sq. ft.	1
East	11.83 ft. X 9.83 ft.	116.29 sq. ft.	1
North	11 ft. X 12.66 ft.	139.26 sq. ft.	2
Total			5

The living, dining, and sitting room areas measure a total of 278.29 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 **five (5)** residents. It is the licensee's responsibility not to exceed the facility's licensed capacity.

### **B. Program Description**

Admission and discharge policies, program statement, refund policy, personnel policies, and standard procedures for the facility were reviewed and accepted as written. The applicant intends to provide 24-hour supervision, protection and personal care to five (5) male or female ambulatory adults whose diagnosis is developmentally disabled or mentally impaired, in the least restrictive environment possible. The program will include social interaction skills, personal hygiene, personal adjustment skills, and public safety skills. A personal behavior support plan will be designed and implemented for each resident's social and behavioral developmental needs. Residents will be referred from: (Gateway, Consumer Link, and Synergy Partners).

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, and the responsible agency.

The licensee will provide all transportation for program and medical needs. The facility will make provision for a variety of leisure and recreational equipment. It is the intent of this facility to utilize local community resources including public schools and libraries, local museums, shopping centers, and local parks.

### **C. Applicant and Administrator Qualifications**

The applicant is Integrated Home Care Agency L.L.C., which is a “Domestic Limited Liability Company”, was established in Michigan, on 09/14/2009. The applicant submitted a financial statement and established an annual budget projecting expenses and income to demonstrate the financial capability to operate this adult foster care facility.

The Board of Directors of Integrated Home Care Agency, L.L.C. has submitted documentation appointing Tanyi Agbor-Baiyee as Licensee Designee for this facility and Janeclare Tasong as the Administrator of the facility.

A licensing record clearance request was completed with no lein convictions recorded for the licensee designee and the administrator. The licensee designee and administrator submitted a medical clearance request with statements from a physician documenting their good health and current TB-tine negative results.

The licensee designee and administrator have provided documentation to satisfy the qualifications and training requirements identified in the administrative group home rules.

The staffing pattern for the original license of this 5-bed facility is adequate and includes a minimum of 1 staff –to- 5 residents per shift. All staff shall be awake during sleeping hours.

The applicant acknowledges an understanding of the training and qualification requirements for direct care staff prior to each person working in the facility in that capacity or being considered as part of the staff –to- resident ratio.

The applicant acknowledged 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)), MorphoTrust by IndentoGo (formerly L-1 Identity Solutions™), and the related documents required to be maintained in each employees record to demonstrate compliance.

The applicant acknowledges an understanding of the administrative rules regarding medication procedures and that only those direct care staff that have received medication training and have been determined competent by the licensee, can administer medication to residents. In addition, the applicant has indicated that resident medication will be stored in a locked cabinet and that daily medication logs will be maintained on each resident receiving medication.

The applicant acknowledges their responsibility to obtain all required documentation and signatures that are to be completed prior to each direct care staff or volunteer working with residents. In addition, the applicant acknowledges their responsibility to

maintain a current employee record on file in the home for the licensee, administrator, and direct care staff or volunteer and the retention schedule for all of the documents contained within each employee's file.

The applicant acknowledges an understanding of the administrative rules regarding informing each resident of their resident rights and providing them with a copy of those rights. The applicant indicated that it is their intent to achieve and maintain compliance with these requirements.

The applicant acknowledges an understanding of the administrative rules regarding the written and verbal reporting of incidents and accidents and the responsibility to conduct an immediate investigation of the cause. The applicant has indicated their intention to achieve and maintain compliance with the reporting and investigation of each incident and accident involving a resident, employee, and/or visitor.

The applicant acknowledges an understanding of the administrative rules regarding the handling of resident funds and valuables and intends to comply.

The applicant acknowledges their responsibility to obtain all of 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, the applicant acknowledges 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.

The applicant acknowledges their responsibility to provide a written discharge notice to the appropriate parties when a 30-day or less than 30-day discharge is requested.

#### **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 AFC adult small group home 5.

*Shatonla Daniel*

02/03/2014

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Shatonla Daniel  
Licensing Consultant

Date

Approved By:

*A. Hunter*

02/03/2014

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Ardra Hunter  
Area Manager

Date