



RICK SNYDER  
GOVERNOR

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



NICK LYON  
INTERIM DIRECTOR

March 20, 2015

Marcy Harris  
Burcham Hills Retirement Center II  
2700 Burcham Drive  
East Lansing, MI 48823

RE: License #: AH330236746  
Burcham Hills Retirement Center II  
2700 Burcham Drive  
East Lansing, MI 48823

Dear Ms. Harris:

Attached is the Addendum to the Original Licensing Study Report for the above referenced facility.

Please review the enclosed documentation for accuracy and contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please contact the local office at (248) 975-5053.

Sincerely,

Patricia J. Sjo, Licensing Staff  
Bureau of Children and Adult Licensing  
4th Floor, Suite 4B  
51111 Woodward Avenue  
Pontiac, MI 48342  
(586) 256-2006

Enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	AH330236746
<b>Licensee Name:</b>	Burcham Hills Retirement Center II
<b>Licensee Address:</b>	2700 Burcham Drive East Lansing, MI 48823
<b>Licensee Telephone #:</b>	(517) 351-8377
<b>Authorized Representative/ Administrator:</b>	Marcy Harris
<b>Name of Facility:</b>	Burcham Hills Retirement Center II
<b>Facility Address:</b>	2700 Burcham Drive East Lansing, MI 48823
<b>Facility Telephone #:</b>	(517) 351-8377
<b>Capacity:</b>	276
<b>Program Type:</b>	AGED ALZHEIMERS

## **II. Purpose of Addendum**

Reduce license by 3 beds due to creation of a therapy clinic on 2nd (main) floor where two resident apartments were located and by another 1 bed due to 4th floor renovation in progress to relocate dining, kitchen, and living areas and renovate resident unit corridors.

## **III. Methodology**

8/6/14 Julia Wellings, administrator and authorized representative, telephoned to propose two renovation projects, one to create a 2<sup>nd</sup> floor rehabilitation room now and a future project to move walls on the 4<sup>th</sup> floor to open the dining, kitchen, and living space. The license capacity will decrease by a total of four beds.

8/26/14 Plan Review Request Sent

9/8/14 Health Facilities Engineering Section (HFES) Sanitarian's Plan Review for Project #20140175: renovation of existing space within the Home for the Aged (HFA) area of the building to create a new outpatient therapy clinic that will serve the HFA residents as well as external clients; the HFA bed count will decrease by 3 beds to 277.

10/24/14 Marcy Harris was appointed as administrator and authorized representative.

11/18/14 The second building modification project to renovate the 4th floor's dining and common spaces is ready for review per email from Ms. Harris.

11/19/14 Existing 4th floor plan, proposed 4<sup>th</sup> floor plan, and timeline for the renovation project received by email from Ms. Harris.

11/20/14 Email to Ms. Harris requesting a written description of the proposed 4th floor project.

11/21/14 Email from Ms. Harris with a description of the 4th floor remodeling plan.

11/24/14 Plan Review Request Sent

12/11/14 Inspection Completed-Fire Safety: granted temporary approval until 2/1/15 for building modification project to renovate an apartment into an office and therapy center. Items need response.

12/16/14 HFES Plan Review of the 4th floor remodeling project. Items need response.

12/30/14 Plan Review of fire alarm system installation in new outpatient rehabilitation room, project # 134087. Items need response.

1/6/15 Fire Safety Plan Review for project 136331. This project review is for Phase I Modification of 4th Floor Common Area. Items need response.

1/7/15 Inspection Completed-Fire Safety : A. Recheck of renovation of a resident room converted into an office and physical therapy center. Final approval of the project granted by fire marshal inspector.

3/6/15 HFES Plan Review for project #20140234 renovation of 4<sup>th</sup> floor. Items need response. BFS granted plan approval for Phase 1 of the three phase project.

3/9/15 During the license renewal inspection, I inspected the new therapy room on the 2<sup>nd</sup> floor and the 4<sup>th</sup> renovation project that is under construction.

3/13/15 Ms. Harris confirmed in an email message the number of licensed beds on each floor since renovations.

#### **IV. Description of Findings and Conclusions**

Three resident beds are no longer available for resident occupancy because a rehabilitation room for speech, physical, and occupational therapy was constructed where a staff office and two resident apartments were located on the second floor, which is the main floor of the facility. The therapy room has an entrance from the parking lot, so the public can enter the clinic without walking through the home for the aged. The therapy room also an entrance from the reception area that the HFA residents can use. The HFES sanitarian, Laura Remus, did not need to approve occupancy for use of this room because it is not part of the HFA. I observed on 3/9/15 that the therapy room was complete and in use.

The 4<sup>th</sup> floor renovation project includes relocation of the dining, kitchen, and living areas and renovation of the resident unit corridors. This project will be completed in 3 construction phases. Phase 1 will consist of construction of the new kitchen and dining area; Phase 2 will consist of construction of living space, a staff office, public toilet room and resident laundry (in the former kitchen/dining space); and Phase 3 will consist of renovation to the central living area and lobby space. I observed on 3/9/15 that a wall was erected to separate the construction site from resident living areas and one resident bed is no longer available for use.

The facility has 10 resident beds on the 1<sup>st</sup> floor, 42 beds on the 2<sup>nd</sup> floor, 70 beds on the 3<sup>rd</sup> floor, 74 beds on the 4<sup>th</sup> floor, and 80 beds on the 5<sup>th</sup> floor, for a total of 276 beds.

**V. Recommendation**

Decrease the license capacity to 276 beds. The 4<sup>th</sup> floor common living areas may not be used until the Bureau of Fire Services and the Health Facilities Engineering Section grant occupancy approval.



3/18/15

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Patricia J. Sjo  
Licensing Staff

Date

Approved:



3/19/15

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Betsy Montgomery  
Area Manager

Date Date