



STATE OF MICHIGAN  
DEPARTMENT OF CONSUMER & INDUSTRY SERVICES  
LANSING

JOHN ENGLER  
GOVERNOR

RONALD M. BASSO  
ACTING DIRECTOR

July 25, 2002

Paul Wyman  
Retirement Living Management of Cadillac  
508 W. Main Suite 2  
Lowell, MI 49331

RE: Application #: AL830244420  
Green Acres Retirement Living  
235 Pearl St.  
Cadillac, MI 49601

Dear Mr. Wyman:

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 20 is issued effective **07/26/2002- 01/25/2003**.

Please review the enclosed documentation for accuracy and feel free to contact me with any questions. In the event that I am not available, please feel free to contact Christina Gut, Area Manager, at (231) 922-5301.

Sincerely,

Julie Loncar, Licensing Consultant  
Bureau of Regulatory Services  
Suite 13  
701 S. Elmwood  
Traverse City, MI 49684  
(231) 922-5471

enclosure

**MICHIGAN DEPT. OF CONSUMER & INDUSTRY SERVICES  
BUREAU OF REGULATORY SERVICES  
ADULT FOSTER CARE LICENSING DIVISION  
LICENSING STUDY REPORT**

**I. IDENTIFYING INFORMATION**

**License #:** AL830244420

**Applicant Name:** Retirement Living Management of Cadillac

**Applicant Address:** 508 W. Main Suite 2  
Lowell, MI 49331

**Applicant Telephone #:** (616) 897-8000

**Administrator/Licensee Designee:** Paul Wyman, Designee

**Name of Facility:** Green Acres Retirement Living

**Facility Address:** 235 Pearl St.  
Cadillac, MI 49601

**Facility Telephone #:** (231) 775-5300

**Application Date:** 12/11/2001

**Capacity:** 20

**Program Type:** AGED

## II. METHODOLOGY

11/14/2001	Inquiry
12/11/2001	Enrollment
12/11/2001	Contact - Document Sent
03/26/2002	Contact - Document Received Application support documents received.
03/27/2002	Inspection Report Requested - Fire
03/27/2002	Inspection Report Requested - Health
03/27/2002	Contact - Document Received Application support documents received.
03/27/2002	Contact - Telephone call received Interview with Applicant Designee.
04/01/2002	Contact - Document Received Application support documents received.
04/04/2002	Contact - Telephone call received Interview with DCIS-OFS Inspector.
04/09/2002	Contact - Document Received Application support documents received.
04/11/2002	Contact - Document Received Application support documents received.
04/14/2002	Contact - Document Received Application support documents received.
05/06/2002	Contact - Document Received Application support documents received.
05/22/2002	Contact - Telephone call made Interview with Applicant Designee.
05/22/2002	Contact - Telephone call made Interview with Public Health Sanitarian.
05/28/2002	Inspection Completed On-site
06/14/2002	Contact - Document Received

06/17/2002	Contact - Document Received
06/18/2002	Contact - Telephone call made
06/20/2002	Contact – Telephone call made
06/28/2002	Inspection completed Fire Safety D
07/03/2002	Confirming letter sent- Copy of Fire Safety Report sent
07/05/2002	Inspection completed-Env. Health: A
07/10/2002	Contact-Document Received-Certificate of Occupancy
07/18/2002	Inspection completed- Fire Safety: A
07/23/2002	Recommend License Issuance

### **III. DESCRIPTION OF FINDINGS & CONCLUSIONS**

#### **A. Physical Description of Facility**

The facility is in a residential area at the south end of the city. The facility is new construction, with a sprinkled fire suppression system. It is connected to the municipal water and sewer system. In the licensing file is a certificate of Zoning approval, signed by the Zoning authority for the city of Cadillac. Also in the file is a Certificate of Occupancy with a page of signed approvals from the building's inspector, the plumbing and mechanical inspector, and the electrical inspector. This is a single story home with a common area consisting of a dining room and activity room, a public bathroom, a bathing room, an office, a medication room, a laundry room, a hair salon room, and a kitchen. The facility meets the requirements of R 400.15405 (8), regarding dining space for residents.

There is a wide central hall, lined on either side by resident living suites. Each suite consists of a living room with adjacent small kitchen area, a bedroom, and a full bathroom. Each room in each suite, and all the rooms in the facility, are protected by the newly installed sprinkler system. The main entrance is on the west side of the building, and there are approved emergency exits at the north and south ends of the building. There is a sidewalk circling the building. The home is approved to take residents who regularly require the use of wheelchairs.

There is a basement under part of the home, containing a furnace and water heater, and other mechanical and electrical equipment. There is a booster furnace on the main floor which provides heat to the resident suites.

An inspection of the home' environmental condition was conducted by the local Public Health Department on 07/02/2002. The Public Health recommendation determined that the facility is in substantial compliance with applicable rules.

A final fire safety inspection was conducted by the DCIS Office of Fire Safety on 07/17/2002. The building was given full approval.

There are 17 standard suites, each consisting of a bathroom, a bedroom with 91 square feet, and a living room with 197 square feet.

There are 3 large suites, each consisting of a bathroom, a bedroom with 114 square feet, and a living room with 229 square feet.

The home can accommodate 20 residents.

The home meets the requirements of Rule 400.15405(1) of living space for a capacity of 20 residents.

## **B. Program Description**

Retirement Living Management of Cadillac is a newly formed corporation, whose sole Director, Paul Wyman also holds the offices of president, vice-president, secretary, and treasurer. Mr. Wyman is the person designated to represent the corporation with licensing. The administrator is Barbara Kelly, R.N., and the home has a full-time cook and 24 hour awake direct care staff.

Through another corporation, Retirement Living Management, Mr. Wyman owns and operates six other facilities in Michigan for senior adults.

The licensing file contains documentation that Mr. Wyman and Ms. Kelly have administrative management capability through education and experience for a home providing care to the elderly. The file contains documentation of Mr. Wyman's and Ms. Kelly's training and education, confirming compliance with all the competencies and requirements of Rule 400.201.

An acceptable State Police Law Enforcement Information Network record clearance was received from Mr. Wyman. Acceptable references are in the licensing file. An acceptable medical clearance form and TB test results were received for Mr. Wyman. An acceptable State Police record clearance was received for Administrator Barbara Kelly as well as acceptable medical information including current chest x-ray results.

Financial documents submitted demonstrate compliance with Rule 400.15201(2), and with MCL400.713(3)(a). Proof of Mr. Wyman's right to occupy the premises and use the facility for adult foster care is contained in a lease agreement between the buildings

owners, Maas Development L.L.C. and Retirement Living Management of Cadillac. A copy is included in the licensing file.

The program statement identifies the population of residents as elderly, however, it also states the home will provide services to any adult over 55 years of age, provided he or she is appropriate for foster care. The stated goal of the home is to assist residents in staying active and independent in the community. The home will provide basic self-care training based on an assessment plan. The program statement includes a non-inclusive list of community resources available to residents of the home.

The Licensee has a procedure in place to determine good moral character of staff that includes an application, criminal conviction inquiry and at least 2 references.

#### **IV. RECOMMENDATION**

I recommend issuance of a Temporary License to this AFC large group home (capacity 13-20).

\_\_\_\_\_  
Julie Loncar Date  
Licensing Consultant

Approved By:

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Christina Gut Date  
Area Manager