



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

SHELLY EDGERTON  
DIRECTOR

March 23, 2018

Mary Christman  
2314 Pennsylvania Ave.  
Muskegon, MI 49445

RE: Application #:	AF610390763 Peaceful Pines 2314 Pennsylvania Ave. Muskegon, MI 49445
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Dear Ms. Christman:

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 2 is issued.

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 (616) 356-0183.

Sincerely,

Elizabeth Elliott, Licensing Consultant  
Bureau of Community and Health Systems  
Unit 13, 7th Floor  
350 Ottawa, N.W.  
Grand Rapids, MI 49503  
(616) 901-0585

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF COMMUNITY AND HEALTH SYSTEMS  
LICENSING STUDY REPORT**

**I. IDENTIFYING INFORMATION**

<b>License Application #:</b>	AF610390763
<b>Applicant Name:</b>	Mary Christman
<b>Applicant Address:</b>	2314 Pennsylvania Ave. Muskegon, MI 49445
<b>Applicant Telephone #:</b>	(703) 350-1426
<b>Administrator/Licensee Designee:</b>	N/A
<b>Name of Facility:</b>	Peaceful Pines
<b>Facility Address:</b>	2314 Pennsylvania Ave. Muskegon, MI 49445
<b>Facility Telephone #:</b>	(703) 350-1426
<b>Application Date:</b>	10/02/2017
<b>Capacity:</b>	2
<b>Program Type:</b>	Aged

## II. METHODOLOGY

10/02/2017	Enrollment
10/04/2017	Inspection Report Requested - Health 1027530
10/04/2017	Contact - Document Sent Rule & ACT Books
10/04/2017	Application Incomplete Letter Sent 1326 for Mary Christman and Responsible Person Beth Hibbs
11/09/2017	Contact - Document Received Revised application with change of Responsible person from Beth Hibbs to Miranda LaBarge
11/09/2017	Application Incomplete Letter Sent Corrected 1326's for Mary Ann Christman and Miranda LaBarge
11/21/2017	Contact - Document Received Completed 1326's for Mary Christman & Miranda LaBarge
11/21/2017	File Transferred To Field Office Grand Rapids
12/01/2017	Application Incomplete Letter Sent In addition to the letter written by E. Elliott re: financial capability of applicant.
12/13/2017	Contact - Telephone call received M. Christman
12/21/2017	Contact - Telephone call received Renee Lewis-VA medical social worker
12/27/2017	Contact - Document Received Statement re: finances
01/18/2018	Contact - Document Sent Date set for initial inspection.
01/18/2018	Contact - Document Sent M. Christman re: EH report.
01/22/2018	Inspection Completed-Environmental Health : A
02/15/2018	Inspection Completed On-site

02/15/2018	Inspection Completed-BCAL Sub. Compliance
02/15/2018	Contact - Telephone call made Renee Lewis, Battle Creek VA
02/22/2018	Contact-Document Received M. Christman-Corrective Action Plan
03/13/2018 & 03/22/2018	Inspection Completed-Full Compliance
03/23/2018	Recommend License Issuance

### III. DESCRIPTION OF FINDINGS & CONCLUSIONS

#### A. Physical Description of Facility

This house is a 1920's Cape Cod style home located in rural Laketon Township in Muskegon County. The main entryway brings you into the kitchen. To the left of the entry into the kitchen is a large dining and living area that will not currently be available for resident use. Past the door to the basement beyond the kitchen are three (3) bedrooms and a full bathroom situated in a circular layout. Two of the three bedrooms are resident rooms as is the full bath. The third bedroom is currently set up as a sitting room with a dining table that is designated to be utilized by residents. Down the hallway, there is a living room for resident use. The upstairs area of the home will be the applicant/licensee living space and is not available for resident use. In addition, this home is not equipped to accommodate residents that require the regular use of a wheelchair. This home utilizes public sewer and private water (well).

The electric hot water heater and boiler are located in the basement 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 battery powered, single station smoke detectors installed near sleeping areas, in the living room, in the (basement) near the furnace.

*\*Fire extinguishers are installed on each floor of the home.*

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

Bedroom #	Room Dimensions	Total Square Footage	Total Resident Beds
1	13.58X9.33=126.70 +1.83X6.25=11.43	138.13	1
2	12.17X10.08=122.67 +1.75X4.10=7.17	129.84	1

The living, dining, and sitting room areas measure a total of 349.97 square feet of living space. This exceeds the minimum of 35 square feet per occupant requirement.

Based on the above information, it is concluded that this facility can accommodate **two (2)** residents. It is the licensee's responsibility not to exceed the facility's licensed capacity.

### **B. Program Description**

The applicant(s) intends to provide 24-hour supervision, protection and personal care to two (2) ambulatory residents, whose diagnosis is aged. The program will include social interaction skills, personal hygiene, personal adjustment skills, public safety skills and transportation. The applicant intends to accept residents from the VA (Veteran's Administration) or private pay individuals as a referral source.

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 the applicant to utilize local community resources including the public schools and library, local museums, and shopping centers. These resources provide an environment to enhance the quality of life and increase the independence of each resident.

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

A licensing record clearance request was completed with no LEIN convictions recorded for the applicant (s). The applicant and responsible person submitted a medical clearance request with statements from a physician documenting their good health and current TB-tine negative results.

The applicant(s) have sufficient financial resources to provide for the adequate care of the residents as evidenced by the projected income from caring for AFC residents along with outside employment.

The applicant acknowledges the understanding of the requirement for an adult foster care family home license is that the licensee must reside in the home in order to maintain this category type of adult foster care license.

The supervision of residents in this family home licensed for six (6) residents will be the responsibility of the family home applicant, 24 hours a day / 7 days a week. A responsible person shall be on call to provide supervision in relief.

The applicant has indicated that for the original license of this 2 bed family home, there is adequate supervision with 1 responsible person on-site –for- 2 residents. The applicant acknowledges that the number of responsible persons on-site –to- resident ratio will change to reflect any increase in the level of supervision, protection, or personal care required by the residents.

The applicant acknowledges an understanding of the qualification and suitability requirements for the responsible person or volunteers providing care to residents in the home.

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)) and the related documents required to be maintained in each employee’s record to demonstrate compliance.

The applicant acknowledges an understanding of the administrative rules regarding medication procedures. 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 establish the good moral character and suitability, and obtain documentation of good physical and mental health status prior to each responsible person or volunteer working directly with residents. The applicant acknowledges that if they are to provide a specialized program to residents that all required training documentation will be obtained prior to the responsible person(s) or volunteer(s) working directly with residents.

The applicant acknowledges their responsibility to maintain all of the required good moral character, suitability, status of health, and training documentation on file in the home for each current employee, including the licensee(s), responsible person(s) and volunteer(s).

The applicant acknowledges an understanding of the administrative rules regarding the admission criteria and procedural requirements for accepting a resident into the home for adult foster care.

The applicant acknowledges their responsibility to obtain the required written assessment, written assessment plan, resident care agreement, and health care appraisal 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 updating and completing those forms and obtaining new signatures for each resident on an annual basis.

The applicant acknowledges their responsibility to maintain a current resident record on file in the home for each resident and follow the retention schedule for all of the documents required to be maintained within each resident's file.

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

The applicant acknowledges that a separate *Resident Funds Part II BCAL-2319* form will be created for each resident in order to document the date and amount of the adult foster care service fee paid each month and all of the resident's personal money transactions that have been agreed to be managed by the applicant.

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 accidents and incidents and the responsibility to conduct an immediate investigation of the cause. The applicant has indicated their intention to achieve and maintain compliance with 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 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.

The applicant acknowledges that residents with mobility impairments may only reside on the main floor of the facility.

#### **D. Rules or 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 family home (capacity 2).



03/23/2018

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Elizabeth Elliott  
Licensing Consultant

Date

Approved By:



03/23/2018

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Jerry Hendrick  
Area Manager

Date