



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

SHELLY EDGERTON
DIRECTOR

February 9, 2018

Charlotte McCann
Building Strong Women
6153 Eagle Ridge Lane
Apt 103
Flint, MI 48505

RE: Application #: AS250381576
Building Strong Women
2524 Clio Road
Flint, MI 48505

Dear Ms. McCann:

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 4 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 (810) 787-7031.

Sincerely,

A handwritten signature in cursive script that reads "Crecendra Brown".

Crecendra Brown, Licensing Consultant
Bureau of Community and Health Systems
4809 Clio Road
Flint, MI 48504
(810) 931-0965

Enclosure

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

I. IDENTIFYING INFORMATION

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|---|--|
| License Application #: | AS250381576 |
| Applicant Name: | Building Strong Women |
| Applicant Address: | 6153 Eagle Ridge Lane Apt. 103 Flint, MI 48505 |
| Applicant Telephone #: | (810) 610 -3467 |
| Administrator/Licensee Designee: | Pearl Skelton / Charlotte McCann |
| Name of Facility: | Building Strong Women |
| Facility Address: | 2524 Clio Road Flint, MI 48505 |
| Facility Telephone #: | (810) 234-7933 |
| Application Date: | 02/19/2016 |
| Capacity: | 4 |
| Program Type: | PHYSICALLY HANDICAPPED DEVELOPMENTALLY DISABLED MENTALLY ILL AGED |

II. METHODOLOGY

| | |
|------------|--|
| 02/19/2016 | Enrollment |
| 02/26/2016 | Contact - Document Received verification of IRS federal Tax ID number |
| 02/29/2016 | Contact - Document Sent rules and act sent |
| 02/29/2016 | Application Incomplete Letter Sent |
| 03/22/2016 | Contact - Document Received |
| 03/29/2016 | Contact - Telephone call received Ms. McCann called asking if I got her paperwork from last week which I did. |
| 04/26/2016 | File Transferred To Field Office Flint/Genesee |
| 05/09/2016 | Application Incomplete Letter Sent |
| 05/10/2016 | Contact - Telephone call received TC from Ms McCann. |
| 05/21/2016 | Contact - Document Received The licensee faxed Page 2 of the application form as requested in my application incomplete letter |
| 06/15/2016 | Application Incomplete Letter Sent |
| 07/06/2016 | Application Incomplete Letter Sent 2nd copy sent to licensee via email at her request |
| 07/15/2016 | Contact - Telephone call received Did not receive anything in the mail. Has a new address. |
| 07/15/2016 | Comment Address change made on licensee screen. |
| 07/26/2016 | Contact - Document Sent 3rd copy of application incomplete letter sent to licensee at her request. |
| 09/21/2016 | Contact – Document Received |
| 02/09/2017 | Contact – Document Sent |

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|------------|---|
| 03/07/2017 | Contact – Document Sent |
| 04/20/2017 | Confirming Letter Sent |
| 06/02/2017 | Inspection Completed On-Site |
| 06/06/2017 | Confirming Letter Sent |
| 08/24/2017 | Contact – Telephone Call Received |
| 09/01/2017 | Contact – Document Received |
| 09/01/2017 | Contact – Telephone Call Made |
| 09/12/2017 | Contact – Document Received |
| 09/12/2017 | Contact – Telephone Call Received |
| 09/12/2017 | Contact – Document Received |
| 11/09/2017 | Inspection Completed On-Site |
| 01/24/2018 | Inspection Completed On-Site |
| 01/24/2018 | Exit Conference |
| 02/04/2018 | Inspection Completed – BCAL Full Compliance |
| 02/06/2018 | Recommend License Issuance |

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

Building Strong Women is a three bedroom facility located at 2524 Clio Road, Flint in Genesee County. The physical plant is a one story vinyl and brick-sided structure with a basement. It consists of a community room, dining room, kitchen, office, front sitting area, laundry room, and three resident bedrooms. There is one separate full bathroom with a tub and one half bathroom. The facility has adequate storage areas. The driveway has adequate parking for staff and visitors. The facility is not wheelchair accessible.

On November 16, 2015, the department received a complaint that Building Strong Women was running an unlicensed adult foster care. Building Strong Women was

found to be operating an unlicensed adult foster care and was required to apply for licensure or cease operation.

Building Strong Women, Inc. entered into a land contract agreement with Catherine Williams on May 31, 2015 to buy the property at 2524 Clio Road, Flint, MI. The entire purchase is to be fully paid within six years from the beginning date of the land contract.

The furnace, laundry room and hot water heater are located in the basement with a 1 ¾ inch solid core door equipped with an automatic self-closing device. On November 8, 2017, the furnace was inspected by a licensed professional. The furnace was found to be in safe operational condition with no signs of carbon monoxide. The facility is equipped with interconnected, hardwire smoke detection system, with battery back-up, which was installed by a licensed electrician and is fully operational.

The facility has a public water and sewer system. The facility was determined to be in substantial compliance with all applicable licensing rules pertaining to environmental health.

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

| Bedroom # | Room Dimensions | Total Square Footage | Total Resident Beds |
|-------------------|-----------------|----------------------|---------------------|
| Northside Bedroom | 10' x 18' | 180 | 2 |
| Middle Bedroom | 12'2" x 10'6" | 129 | 1 |
| South Bedroom | 13'4" x 11'5" | 154 | 1 |

The sitting, dining and community room areas measure a total of 700 square feet of living space. This exceeds the minimum of 35 square feet per resident requirement.

The home has two separate and independent means of egress to the outside. The means of egress were measured at the time of the initial inspection and exceed the 30 inch minimum width requirement. The required exit doors are equipped with positive latching non-locking against egress hardware. All the bedroom and bathroom doors have conforming hardware and proper door width.

The bedrooms have the proper means of egress as required by R 400.15508. The interior of the home is of standard lathe and plaster finish or equivalent in all occupied areas. The home meets the environmental and interior finish requirements of rules R 400.15401, R 400.15402, R 400.15403, R 400.15405, R 400.15406 and R 400.15407.

Based on the above information, it is concluded that this facility can accommodate **four (4)** residents. It is the licensee's responsibility not to exceed the facility's licensed capacity.

B. Program Description

The applicant, Building Strong Women, Inc., submitted a copy of the required documentation. 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 four (4) female ambulatory adults, 18 years of age and older, whose diagnosis is developmentally disabled and mentally impaired in the least restrictive environment possible. The program will include social interaction skills, personal hygiene, personal adjustment skills, and public safety skills. An assessment plan will be designed and implemented for each resident's social and behavioral developmental needs.

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.

Building Strong Women, Inc. will ensure that the resident's transportation and medical needs are met. Building Strong Women, Inc. has transportation available for residents to access community-based resources and services. 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

On February 19, 2016, Building Strong Women, Inc. submitted an application to provide foster care services to four adults at 2524 Clio Road, Flint, Michigan.

The applicant, Building Strong Women, Inc., which is a "Michigan Domestic Limited Liability Company", was established in Michigan, on 03/01/2007. The company is an experienced adult foster care provider, currently operating several licensed adult foster care facilities in the State of Michigan. 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 applicant has a board of directors that oversee the company.

Building Strong Women, Inc. submitted a written statement naming Charlotte McCann as the licensee designee and Pearl Skelton as the administrator. Charlotte McCann and Pearl Skelton submitted licensing record clearance requests that were completed and approved. Ms. McCann and Ms. Skelton also submitted medical clearance requests with statements from a physician documenting their good health and current TB-test negative results. Charlotte McCann and Pearl Skelton 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 four-bed facility is adequate and includes a minimum of 1 staff to 4 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 1 to 4 resident ratios.

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), L-1 Identity Solutions™ (formerly Identix ®), 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 provide a written discharge notice to the appropriate parties when a 30-day or less than 30-day discharge is requested.

Compliance with the licensing act and administrative rules related to the physical plant has been determined. Compliance with administrative rules related to quality of care will be assessed during the temporary license period.

I recommend issuance of a temporary license to this AFC adult small group home (capacity 1-4).

Crecendra Brown
Licensing Consultant

Mary Holt February 9, 2018

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