



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

SHELLY EDGERTON
DIRECTOR

July 6, 2018

Alicia Sain
Pal's Place, LLC
5336 E Court St S
Burton, MI 48509

RE: Application #: AS250385628
Pal's Place
5336 E Court St S
Burton, MI 48509

Dear Ms. Sain:

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 6 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 (517) 284-9720.

Sincerely,

A handwritten signature in cursive script that reads "Sabrina McGowan".

Sabrina McGowan, Licensing Consultant
Bureau of Community and Health Systems
4809 Clio Road
Flint, MI 48504
(810) 835-1019

enclosure

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

I. IDENTIFYING INFORMATION

License Application #:	AS250385628
Licensee Name:	Pal's Place, LLC
Licensee Address:	5336 E Court St S Burton, MI 48509
Licensee Telephone #:	(810) 938-0018
Administrator/Licensee Designee:	Alicia Sain
Name of Facility:	Pal's Place
Facility Address:	5336 E Court St S Burton, MI 48509
Facility Telephone #:	(810) 938-0018 11/21/2016
Application Date:	
Capacity:	6
Program Type:	DEVELOPMENTALLY DISABLED

II. METHODOLOGY

11/21/2016	On-Line Enrollment
11/22/2016	Application Incomplete Letter Sent Bcal 1631 and RI-030 for Alicia Sain, Copy of IRS letter for Federal tax ID number.
12/06/2016	Contact - Document Received Copy of IRS letter and 1326 for Alicia Sain
12/06/2016	Application Incomplete Letter Sent RI 030 for Alicia Sain
12/20/2016	Inspection Completed-Env. Health : A
01/20/2017	Contact - Document Received RI 030 for Alicia Sain
01/23/2017	Lic. Unit file referred for background check review 1326 for Alicia Sain
02/02/2017	File Transferred To Field Office Flint
03/02/2017	Application Incomplete Letter Sent
12/14/2017	Contact - Document Sent A 10 day closure letter was sent due to inactivity on the application.
12/28/2017	Contact - Document Received A program statement, the Right to Occupy and a Lease Agreement was received from the applicant.
06/19/2018	Inspection Completed On-site
06/19/2018	Application Incomplete Letter Sent
06/22/2018	Inspection Completed On-site
06/22/2018	Inspection Completed-BCAL Full Compliance
06/29/2018	Inspection Completed- Env. Health-A
07/06/2018	Inspection Completed-Heating Approved
07/06/2018	Recommend License Issuance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

Pal's Place is located at 5334 E. Court Street South, Burton MI 48509, in Genesee County. The physical plant is a one-story structure, complete with a long covered front porch with two separate front door entrances. The facility consists of a living room, dining room, a kitchen, a laundry room, two full bathrooms, complete with a sink and toilet, as well as two shower/bath tubs, reserved for the use of the residents. There is also an activity room, and a garage which has been converted into a sensory room. There is an additional exit door leading directly to the outside located in the garage/sensory room. In addition, there is also an additional ½ bath and kitchen, reserved for the use of staff. These rooms are all located on the main level.

The finished basement area of the home will contain a play area for residents. An egress exit window is located in the play area for residents. The office for the home is also located in the basement area, separated by the fire door located in the basement. The facility is not wheelchair accessible.

The boiler system was inspected as properly installed and in serviceable condition as of 07/07/2018. The boiler and hot water heater are located in the basement area of the home, in a 1-hour protected enclosure with a 1¾ inch solid core door equipped with an automatic self-closing device. The laundry room is located on the main floor of the home. The facility is equipped with interconnected, hardwire smoke detection system, with battery backup, which was installed by a licensed electrician and is fully operational.

The facility has private water and city sewer services provided by the City of Burton. The facility was determined to be in substantial compliance with all applicable licensing rules pertaining to environmental health effective 6/29/2018.

Resident bedrooms were measured during the onsite inspection and have the following dimensions:

Bedroom #	Room Dimensions	Total Square Footage	Total Resident Beds
1	11 x 17	187	2
2	15 x 15	225	2
3	15 x 11	165	2

The living, dining, and sitting room areas measure a total of 600 square feet of living space. This exceeds the minimum of 35 square feet per resident requirement.

Compliance with Rule 400.14410, bedroom furnishings, was demonstrated at the time of the final inspection. The bedrooms were clean, neat and met all applicable rules relating to environmental and fire safety requirements.

The facility has four separate and independent means of egress to the outside, including the garage. 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 facility 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 **six (6)** residents. It is the licensee's responsibility not to exceed the facility's licensed capacity.

B. Program Description

The applicant, Pal's Place, 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 **six (6)** male or female ambulatory adults who are diagnosed with moderate to severe developmental disabilities.

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.

Pal's Place will ensure that the resident's transportation for program and medical needs are met. Pal's Place will provide transportation to transport residents to access community-based resources and services.

In addition to the above program elements, 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 Pal's Place is a Domestic Limited Liability Company, was established in Michigan in 2016. 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 Pal's Place has submitted documentation appointing Ms. Alicia Sain as Licensee Designee and Administrator for this facility.

A licensing record clearance request was completed with no LEIN convictions recorded for the licensee designee/administrator. The licensee designee/administrator submitted a medical clearance request with statements from a physician documenting her good health and current TB-test 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 6-bed facility is adequate and includes a minimum of 1-staff-to-6 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), 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 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 related to the physical plant at the time of licensure. Compliance with administrative rules related to quality of care will be assessed during the temporary license period.

IV. Recommendation

I recommend issuance of a temporary license to this AFC adult small group home (capacity 1-6).

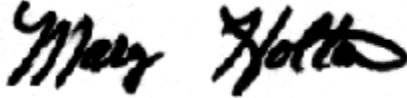


July 6, 2018

Sabrina McGowan
Licensing Consultant

Date

Approved By:



July 6, 2018

Mary E Holton
Area Manager

Date