



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

SHELLY EDGERTON  
DIRECTOR

April 26, 2018

Gloria Campbell  
Kadima Jewish Support Services For Adults with MI  
15999 W Twelve Mile Rd  
Southfield, MI 48076

RE: Application #: AS630383361  
**Charach 1**  
**33884 Yorkridge Street**  
**Farmington Hills, MI 48331**

Dear Ms. Campbell:

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 six (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 (248) 975-5053.

Sincerely,

A handwritten signature in cursive script that reads "Mildred A. Schwarcz".

Mildred A. Schwarcz, Licensing Consultant  
Bureau of Community and Health Systems  
4th Floor, Suite 4B  
51111 Woodward Avenue  
Pontiac, MI 48342  
(248) 860-3967

enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License Application #:</b>	AS630383361
<b>Applicant Name:</b>	Kadima Jewish Support Services For Adults with MI
<b>Applicant Address:</b>	15999 W Twelve Mile Rd Southfield, MI 48076
<b>Applicant Telephone #:</b>	(248) 559-8235
<b>Licensee Designee:</b>	Gloria Campbell
<b>Administrator:</b>	Ada Wilson
<b>Name of Facility:</b>	Charach 1
<b>Facility Address:</b>	33884 Yorkridge Street Farmington Hills, MI 48331
<b>Facility Telephone #:</b>	(248) 702-0057
<b>Application Date:</b>	06/07/2016
<b>Capacity:</b>	6
<b>Program Type:</b>	PHYSICALLY HANDICAPPED DEVELOPMENTALLY DISABLED MENTALLY ILL

## II. METHODOLOGY

06/21/2016	Application Incomplete Letter Sent Application/signature, 1326/Administrator.
06/07/2016	Enrollment
06/21/2016	Contact - Document Sent Act & Rules.
06/28/2016	File Transferred To Field Office Pontiac.
06/30/2016	Contact - Document Received Licensing file received from Central office
07/11/2016	Application Incomplete Letter Sent Requesting additional documentation needed prior to initial onsite inspection.
02/23/2017	Inspection Completed On-site
03/29/2017	Inspection Completed-BCAL Sub. Compliance
10/10/2017	Corrective Action Plan Received
10/10/2017	Corrective Action Plan Approved
10/10/2017	Contact - Face to Face Follow up inspection
10/20/2017	SC-Application Received - Original
03/14/2018	Application Complete/On-site Needed
03/14/2018	Inspection Completed-BCAL Full Compliance

## III. DESCRIPTION OF FINDINGS & CONCLUSIONS

### A. Physical Description of Facility

The proposed facility is a single story, ranch style structure, with brick exterior, and a full unfinished basement. It is located in a residential neighborhood in the city of Farmington Hills, within a few miles of community-based resources, such as retail stores, grocery stores, restaurants, public library, public park, places of worship, hospitals, and recreational facilities.

The facility consists of a living room, a dining room, a kitchen, a laundry room, four single occupancy resident bedrooms, one double occupancy resident bedroom, one half bathroom, one full bathroom with tub/shower, and one full bathroom with shower adjoining the double occupancy resident bedroom. The facility has a two-car attached garage.

The facility utilizes the municipal water supply and sewage disposal system.

The furnace and hot water heater are located in the basement with a floor separation that includes a 1-3/4 inch solid core wood door equipped with an automatic self-closing device and positive latching hardware. The door is located at the top of the stairs. The facility is equipped with an interconnected, hardwired smoke detection system, with battery backup, which was installed by a licensed electrician and is fully operational.

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

Bedroom #	Room Dimensions	Total Square Footage	Total Resident Beds
1	10' x 12'4"	123	1
2	11'9" x 12'	141	1
3	14' x 16'	224	2
4	14'11" x 12'	179	1
5	14' x 11'6"	175	1

**Total capacity: 6**

The living and dining room areas measure a total of 395 square feet of living space. This exceeds the minimum of 35 square feet per resident requirement.

## **B. Program Description**

Admission and discharge policies, program statement, refund policy, personnel policies, and standard procedures for the facility were reviewed and accepted as written. Ms. Campbell intends to provide 24-hour supervision, protection and personal care to six (6) male or female fully ambulatory and semi-ambulatory adults whose diagnosis is developmentally disabled or mentally impaired, in the least restrictive environment possible. The program will include social interaction skills, personal hygiene, personal adjustment skills, and public safety skills. A personal behavior support plan will be designed and implemented for each resident's social and behavioral developmental needs. Residents will be referred from Macomb Oakland Regional Center, Inc. (MORC)

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.

The licensee will provide and/or arrange for all transportation for program and medical needs. 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 06/07/2016, Ms. Campbell, Kadima Jewish Support Services For Adults with MI (Kadima), submitted an application for a license to provide adult foster care services at 33884 Yorkridge Street, Farmington Hills. Kadima currently operates four licensed adult foster care small group homes in Oakland County. The proposed facility has been operating as a community mental health supported program as a personal residence/semi-independent living setting for six adults.

Kadima is a nonprofit corporation established in Michigan on 05/14/1984. Kadima submitted a financial statement and established an annual budget projecting expenses and income to demonstrate the financial capability to operate the adult foster care facility.

The Board of Directors of Kadima has submitted documentation appointing Gloria Campbell as Licensee Designee for this facility and Ada Wilson as the Administrator of the facility.

Licensing record clearance requests were completed with no lein convictions recorded for Ms. Campbell, the licensee designee, and for Ms. Wilson, the administrator. Ms. Campbell and Ms. Wilson submitted medical clearance requests with statements from their respective physicians documenting their good health and current TB-tine negative results.

Ms. Campbell and Ms. Wilson have provided documentation to satisfy the qualifications and training requirements identified in the administrative group home rules. Ms. Campbell was a home manager for Kadima from 2007 until 2015. Ms. Campbell assumed the position of an area manager in July 2015. Ms. Campbell submitted documentation of her training and educational background. Ms. Wilson has been employed with Kadima for a total of 11 years, nine years as a direct care worker and two years as a home manager. Ms. Wilson submitted documentation of her training and educational background.

The staffing pattern for the original license of this six-bed facility is adequate and includes a minimum of two staff to six residents per shift. All staff shall be awake during sleeping hours.

Ms. Campbell acknowledged 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.

Ms. Campbell 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.

Ms. Campbell acknowledged 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, Ms. Campbell 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.

Ms. Campbell acknowledged 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, Ms. Campbell acknowledged 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.

Ms. Campbell acknowledged an understanding of the administrative rules regarding informing each resident of their resident rights and providing them with a copy of those rights. Ms. Campbell indicated that it is their intent to achieve and maintain compliance with these requirements.

Ms. Campbell acknowledged 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. Ms. Campbell 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.

Ms. Campbell acknowledged an understanding of the administrative rules regarding the handling of resident funds and valuables and intends to comply.

Ms. Campbell acknowledged 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, Ms. Campbell acknowledged 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.

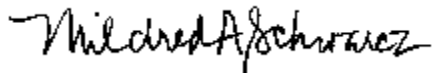
Ms. Campbell acknowledged their responsibility to provide a written discharge notice to the appropriate parties when a 30-day or less than 30-day discharge is requested.

**D. Rule/Statutory Violations**

The applicant, Kadima, is in substantial compliance with the provisions of Act 218, Public Acts of 1979, as amended, and all applicable administrative rules for an adult foster care small group home (1-6).

**IV. RECOMMENDATION**

I recommend issuance of a temporary license to this adult foster care small group home capacity (1 to 6). The licensed capacity is not to exceed six (6) adults.



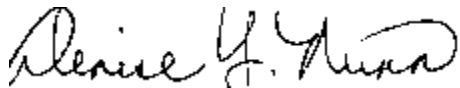
04/25/2018

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Mildred A. Schwarcz  
Licensing Consultant

Date

Approved By:



04/26/2018

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Denise Y. Nunn  
Area Manager

Date