



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

November 21, 2019

Patricia Thomas
Quest, Inc
36141 Schoolcraft Road
Livonia, MI 48150-1216

RE: Application #: AS630392925
Hickory Ridge
1907 Hickory Ridge Rd
Milford, MI 48380

Dear Mrs. Thomas:

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 (248) 975-5053.

Sincerely,

A handwritten signature in cursive script that reads "Cindy Berry".

Cindy Berry, Licensing Consultant
Bureau of Community and Health Systems
4th Floor, Suite 4B
51111 Woodward Avenue
Pontiac, MI 48342
(248) 860-4475

enclosure

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

I. IDENTIFYING INFORMATION

License #:	AS630392925
Applicant Name:	Quest, Inc
Applicant Address:	36141 Schoolcraft Road Livonia, MI 48150-1216
Applicant Telephone #:	(734) 838-3400
Licensee Designee:	Patricia Thomas
Administrator:	Sandi Watson
Name of Facility:	Hickory Ridge
Facility Address:	1907 Hickory Ridge Rd Milford, MI 48380
Facility Telephone #:	(248) 684-2159
Application Date:	03/05/2018
Capacity:	5
Program Type:	PHYSICALLY HANDICAPPED DEVELOPMENTALLY DISABLED MENTALLY ILL AGED

II. METHODOLOGY

03/05/2018	Enrollment App submitted 2/28/18 online did not download
03/05/2018	Contact - Document Sent Rules and Acts books
03/05/2018	Inspection Report Requested - Health
03/05/2018	Application Incomplete Letter Sent 1326 for Patricia and Sandi. Copy of Receipt of Federal Tax ID # from IRS
03/05/2018	Lic. Unit file referred for background check review Given to Candace Patricia has a Red Screen
03/20/2018	Contact - Document Received 1326 for Patricia and Sandi. Receipt of Federal Tax ID # letter.
03/23/2018	File Transferred to Field Office Detroit
04/01/2018	Inspection Completed-Env. Health: A
04/10/2018	Contact - Document Received Licensing file received from Detroit office
04/13/2018	Application Incomplete Letter Sent
05/08/2018	Contact - Document Received Licensing documents received.
08/28/2018	Application Incomplete Letter Sent
07/31/2019	Application Complete/On-site Needed
08/19/2019	Inspection Completed On-site
08/19/2019	Inspection Completed-BCAL Full Compliance
10/24/2019	Inspection Completed-Env. Health: A

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

This evaluation is based upon the requirements of P.A. 218 of the Michigan Public Acts of 1979, as amended, and the Administrative Rules governing operation of small group adult foster care facilities with an approved capacity of 1-6 residents, licensed or proposed to be licensed after 5/24/1994.

The Hickory Ridge home is located at 1907 Hickory Ridge Road, Milford, MI. The home is owned by Community Housing Network, Inc. Proof of ownership is contained in the facility file.

Hickory Ridge is a ranch style brick and vinyl sided home located in a rural area of similar construction homes with 2,403 square feet of living space. The home consists of a kitchen, living room, dining room, family room, office, three bedrooms, two full bathrooms, a basement and a two-car attached garage.

The facility is heated by a natural gas forced air furnace. The furnace and hot water heater are in the basement. It is equipped with an approved fire rated door with an automatic self-closing device and positive latching hardware. The facility is equipped with an interconnected, hardwired smoke detection system with battery back-up, which was installed by a licensed electrician and is fully operational. The home is wheelchair accessible as both means of egress do not contain stairs and lead directly to a flat cemented surface. Fire extinguishers are installed in the home and in the basement. The facility utilizes a private water supply and sewage disposal system. An environmental health inspection was conducted by the Oakland County Health Department on 10/24/2019. 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
1	16'7" x 11'2"	185	1
2	17' x 11'2"	189	2
3	11'2" x 17'	189	2

Total capacity: 5

The indoor living and dining areas measure a total of 587 square feet of living space. This exceeds the minimum of 35 square feet per occupant requirement.

Based on the above information, this facility can accommodate 5 residents. It is the licensee's responsibility not to exceed the facility's licensed capacity.

B. Program Description

Quest Inc. intends to provide 24-hour supervision, protection and personal care to six (5) adults, male or female who are physically handicapped, developmentally disabled, mentally ill or aged. The program will include social interaction skills, persona hygiene, personal adjustment skills, public safety skills and transportation. Quest Inc. has a contract with Macomb Oakland Regional Center (MORC) and intends to accept referrals for placement of their consumers.

If required, behavior 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 Quest Inc. to utilize local community resources for recreational activities including the public schools, the library, local museums, shopping centers, churches, etc. These resources provide an environment to enhance the quality of life and increase the independence of each resident.

C. Applicant and Administrator Qualifications

Quest Inc. is a “non-profit corporation”, established in Michigan on June 29, 1983. Ms. Thomas submitted documents including articles of incorporation, organizational chart and a list of the board of directors. Ms. Thomas submitted financial documents including an income statement of the corporation, balance sheet of the corporation and the projected budget for the home.

The Board of Directors of Quest Inc. submitted documentation appointing Patricia Thomas as the licensee designee and Sandi Watson as the administrator for the facility.

Criminal history background checks of Ms. Thomas and Ms. Watson were completed, and they were determined to be of good moral character to provide licensed adult foster care. Ms. Thomas and Ms. Watson also submitted statements from a physician documenting their good health and current negative tuberculosis test results.

Ms. Thomas is the Director of Operations for Quest Inc. and has been involved in providing adult foster care services to developmentally disabled individuals for over 14 years. Quest Inc. currently operates 24 adult foster care homes in Oakland, Wayne and Washtenaw counties and Ms. Thomas serves as the licensee designee for all 24 of the homes. Ms. Thomas submitted documentation of various trainings she has participated in within the last year. Based on her previous experience, Ms. Thomas is qualified to serve as the licensee designee for the Hickory Ridge home.

Ms. Watson is currently an Area Supervisor for three Quest Inc. adult foster care homes and has been involved in providing services to developmentally disabled individuals for

several years. Ms. Watson submitted documentation of various trainings she has participated in within the last two years. Based on Ms. Watson's previous experience, she is qualified to serve as the administrator for the Hickory Ridge home.

The staffing pattern for the original license of this 6-bed facility is adequate and includes a minimum of 2 staff for 6 residents per shift. Quest Inc. acknowledged that the staff to resident ratio may need to be increased in order to provide the level of supervision or personal care required by the residents due to changes in their behavioral, physical, or medical needs. Quest Inc. has indicated that direct care staff will be awake during sleeping hours.

Quest Inc. acknowledged an understanding of the qualifications, suitability, and training 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.

Quest Inc. acknowledged an understanding of the responsibility to assess the good moral character of employees. Quest Inc. acknowledges the requirement for obtaining criminal record checks of employees and contractors who have regular, ongoing "direct access" to residents or resident information or both utilizing the Michigan Long Term Care Partnership website (www.miltcpartnership.org) and the related documents required to demonstrate compliance.

Quest Inc. acknowledged an understanding of the administrative rules regarding medication procedures and assured that only those direct care staff that have received medication training and have been determined competent by the licensee or licensee designee will administer medication to residents. In addition, Quest Inc. 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.

Quest Inc. acknowledged the responsibility to obtain all required good moral character, medical, and training documentation and signatures that are to be completed prior to each direct care staff or volunteer working directly with residents. In addition, Quest Inc. acknowledged the responsibility to maintain all required documentation in each employee's record for each licensee or licensee designee, administrator, and direct care staff or volunteer and follow the retention schedule for those documents contained within each employee's record.

Quest Inc. acknowledged an understanding of the administrative rules regarding the admission criteria and procedural requirements for accepting a resident into the adult foster care home.

Quest Inc. acknowledge the 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.

Quest Inc. acknowledged the 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 that are required to be maintained within each resident's file.

Quest Inc. acknowledged an understanding of the administrative rules regarding the handling of resident funds and valuables and intends to comply. Quest Inc. acknowledged 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 residents personal money transactions that have been agreed to be managed by the applicant.

Quest Inc. acknowledged an understanding of the administrative rules requiring that each resident be informed of their resident rights and provided with a copy of those rights. Quest Inc. indicated the intent to respect and safeguard these resident rights.

Quest Inc. acknowledged an understanding of the administrative rules regarding the requirements for written and verbal reporting of incidents and accidents and the responsibility to conduct an immediate investigation of the cause.

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

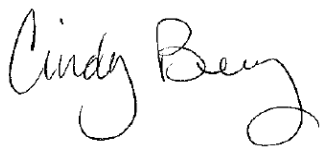
Quest Inc. acknowledged that residents with mobility impairments may only reside on the main floor of the facility.

D. Rule/Statutory Violations

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.

IV. RECOMMENDATION

I recommend issuance of a six-month temporary license to this adult foster care small group home with a capacity of 5.

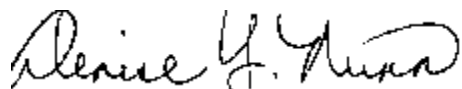


11/19/2019

Cindy Berry
Licensing Consultant

Date

Approved By:



11/21/2019

Denise Y. Nunn
Area Manager

Date