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GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

August 7, 2020

Paula Ott
Central State Community Services, Inc.
2603 W Wackerly Rd, Suite 201
Midland, MI 48640

RE: Application #: AS500403218
Van Dyke Home
74501 Van Dyke
Romeo, MI 48640

Dear Ms. Ott:

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 "Kristine Cilluffo".

Kristine Cilluffo, Licensing Consultant
Bureau of Community and Health Systems
4th Floor, Suite 4B
51111 Woodward Avenue
Pontiac, MI 48342
(248) 285-1703

enclosure

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

I. IDENTIFYING INFORMATION

License #:	AS500403218
Applicant Name:	Central State Community Services, Inc.
Applicant Address:	Suite 201 2603 W Wackerly Rd Midland, MI 48640
Applicant Telephone #:	(989) 631-6691
Administrator/Licensee Designee:	Eva Hemphill, Administrator Paula Ott, Licensee Designee
Name of Facility:	Van Dyke Home
Facility Address:	74501 Van Dyke Romeo, MI 48640
Facility Telephone #:	(586) 246-1378
Application Date:	01/23/2020
Capacity:	6
Program Type:	PHYSICALLY HANDICAPPED DEVELOPMENTALLY DISABLED

II. METHODOLOGY

01/23/2020	Enrollment Online enrollment
01/23/2020	Contact- Telephone call received Received message from Paula Ott
01/27/2020	Contact - Document Sent Act booklet
01/27/2020	Application Incomplete Letter Sent IRS ltr; 100 for Admin
01/28/2020	Contact - Document Received IRS ltr; 100 for Kimberly (Admin)
01/28/2020	Lic. Unit file referred for background check review Kimberly - Self Confess
01/29/2020	File Transferred to Field Office Pontiac/Sterling Heights
02/03/2020	Contact - Document Received Licensing file received from Central office
02/12/2020	Application Incomplete Letter Sent Emailed application incomplete letter to Paula Ott
02/12/2020	Contact - Document Sent Email to and from Paula Ott
02/21/2020	Contact - Document Sent Received licensing documents by email from Kristi Wrobel
02/27/2020	Contact - Document Sent Email to Kristi Wrobel
02/28/2020	Contact - Document Sent Email to Paula Ott
03/17/2020	Contact - Document Received Received copy of management agreement by mail.
04/14/2020	Contact - Document Received Received licensing documents by mail.

05/04/2020	Contact - Document Received Received email from Paula Ott. Sent return email.
05/13/2020	Contact - Document Sent Email to Eva Hemphill and Paula Ott. Received return email.
05/14/2020	Contact - Document Sent Email to Eva Hemphill.
05/19/2020	Inspection Completed On-site Completed Facetime Inspection with Latoya Foster and Eva Hemphill
05/19/2020	Application Complete/On-site Needed
06/23/2020	Contact - Document Sent Email to Eva Hemphill. Received return email.
07/15/2020	Contact- Document Sent Email to and from Eva Hemphill
07/21/2020	Contact- Telephone call received Received pictures of furniture and bathroom by text from Eva Hemphill.
07/23/2020	Contact- Document Received Email from Eva Hemphill. Sent return email.
07/27/2020	Contact- Document Received Email to and from Licensee Designee, Paula Ott
07/30/2020	Contact- Document Sent Emailed clearance form to Eva Hemphill. Change in administrator on application. Email to and from Paula Ott and Eva Hemphill.
07/31/2020	Contact- Document Sent Email to Eva Hemphill. Received return email with licensing information, furnace inspection, and clearance form.

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

The evaluation is based upon the requirements of P.A. 218 of the Michigan Public Acts of 1979, as amended, and the Administrative Rules and Regulations applicable to the license of small group facilities (1-6), licensed or proposed to be licensed after 05/24/1924.

A. Physical Description of Facility

The Van Dyke home is a one-story home located in Romeo, MI. The home is a small adult foster care home currently licensed for six residents. There are five residents residing in the home. The current licensee is Macomb Family Services Inc. A settlement agreement was completed by the Disciplinary Action Unit in March 2020 for Macomb County Services. It was agreed that Central State Community Services would apply to become the new licensee for the home. The original license date for Van Dyke is 01/12/2000. Paula Ott will act as the licensee designee for the home. Eva Hemphill will act as the home's administrator. The home is owned by Karen Kaselitz. Ms. Kaselitz signed a letter on 03/20/2020 giving the State of Michigan permission to inspect the home for purposes of adult foster home licensing. A copy of the lease agreement was also provided by Central State Community Services.

The Van Dyke home has a living room, activity room, kitchen, dining area, laundry room, office, two bathrooms and three resident bedrooms. The home does not have a basement. The living room, dining area and activity room offer a total of 625 square feet of living space which meets the required 35 square feet per person for six residents.

The three bedrooms in the home are sized as follows:

Bedroom #	Room Dimensions	Total Square Footage	Total Resident Beds
1	16'2" x 11'1"	179	2
2	11'2" x 17'1"	190	2
3	11'2" x 17'	189	2

Total capacity: 6

All three bedrooms have adequate space, bedding and storage. All of the bedrooms have a chair and a mirror. During the virtual inspection, I observed that the home was found to be in substantial compliance with rules pertaining to maintenance and sanitation.

The home has city water and sewer. The washer and dryer are located in laundry room. The dryer has a mental vent. There is also a locked medication cabinet. The furnace is in a closet with self-closing door that is accessed outside, on the back side of the home. Ferrara Heating & Air Conditioning, Inc. completed an inspection on 07/03/2020. The

water temperature was measured with a digital thermometer by applicant during virtual inspection and found to be 106.9 degrees Fahrenheit. The home has a fire extinguisher and fire alarm system. The applicant indicated that Alarm Systems Plus will be completing an inspection in August 2020. The last inspection was completed in April 2019; however, annual inspection was delayed due to Covid-19. The bathroom and bedrooms doors had non-locking against egress hardware.

B. Program Description

The Van Dyke home's program statement indicates that Central State Community Services, Inc. shall provide program for individuals with mental illness, intellectual and/or developmentally disabled and the aged. At a minimum, personal care and community living supports, plus transportation will be provided. Transportation is provided via automobile or by public transportation 24 hours per day. Basic services included teaching and reinforcing skills in dressing, grooming, eating, bathing, toileting and following simple directions. The home is contracted with Macomb County Community Health to provide services to residents.

Eva Hemphill stated that the home currently has three staff on first and second shifts due to one resident receiving one on one supervision for 16 hours per day. They currently have two staff on third shift.

Paula Ott has been previously qualified as the licensee designee for Central State Community Services as is the Executive Director. Ms. Ott has been fingerprinted. She submitted a medical statement dated 02/06/2020 and had a negative TB test on 01/27/2020. Ms. Ott received her Associates Degree in Nursing from Kellogg Community College in 1992 and is a registered nurse.

Eva Hemphill will act as the administrator for the home. Ms. Hemphill has been fingerprinted. She submitted a medical statement dated 02/19/2020 and had a negative TB test on 05/04/2019. Ms. Hemphill completed courses in Sociology, Social Work, Psychology and Anthropology at Macomb Community College in 2011-2012. Since 2003, Ms. Hemphill has held positions as a Direct Care Worker, Med Coordinator, Safety Coordinator, Assistant Supervisor and Supervisor.

C. Rule/Statutory Violations

The applicant was in compliance with the licensing act and applicable administrative rules at the time of licensure.

IV. RECOMMENDATION

I recommend that the department issue a temporary license to this small group adult foster care home, Van Dyke, with a capacity of six (6) residents.

The temporary license shall be in effect for a six-month period. Another licensing renewal will be conducted after six months.

Kristine Cilluffo

08/07/2020

Kristine Cilluffo
Licensing Consultant

Date

Approved By:

Denise Y. Nunn

08/07/2020

Denise Y. Nunn
Area Manager

Date