



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF CONSUMER & INDUSTRY SERVICES
LANSING

DAVID C. HOLLISTER
DIRECTOR

November 26, 2003

J. Joseph Pilot
Saginaw Bay Human Services, Inc.
PO Box 741
125 S. Forest St.
Standish, MI 48658

RE: Application #: AS290261139
Gateway
PO Box 741
1115 Woodmere
Alma, MI 48801

Dear Mr. Pilot:

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 feel free to contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please feel free to contact the local office at (989) 773-6770.

Sincerely,

Kelly D. Green, Licensing Consultant
Bureau of Family Services
310 W. Michigan
Mt. Pleasant, MI 48858
(989) 773-6774

enclosure

**MICHIGAN DEPT. OF CONSUMER & INDUSTRY SERVICES
BUREAU OF FAMILY SERVICES
LICENSING STUDY REPORT**

I. IDENTIFYING INFORMATION

License #: AS290261139

Applicant Name: Saginaw Bay Human Services, Inc.

Applicant Address: PO Box 741
125 S. Forest St.
Standish, MI 48658

Applicant Telephone #: (989) 846-9631

Administrator/Licensee Designee: James Pilot, Designee

Name of Facility: Gateway

Facility Address: PO Box 741
1115 Woodmere
Alma, MI 48801

Facility Telephone #: (989) 684-3270

Application Date: 09/05/2003

Capacity: 6

Program Type: MENTALLY ILL
DEVELOPMENTALLY DISABLED

II. METHODOLOGY

09/05/2003	Enrollment
10/30/2003	Inspection Completed On-site
10/30/2003	Inspection Completed-BFS Sub. Compliance
11/17/2003	Inspection Completed-BFS Full Compliance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

Environmental, fire safety, and physical plant inspections were completed since receiving the completed application.

The property at 1115 Woodmere, Alma, MI 48801, is owned by Saginaw Bay Human Services, Inc. Citizens Bank holds the mortgage. The facility is located on a paved street in the city limits of Alma. It is a well maintained, single-story ranch-style home built on a full basement. The capacity of the home will enable 6 residents to share three bedrooms; one bedroom having a private bath. There is ample space for socialization in the facility and an attached garage available for miscellaneous storage if necessary.

The home features brick construction. Off-street parking is adequate. A natural gas furnace that is located in the basement heats the physical plant. The interior of the home consists of a living room, family room, dining room, kitchen, 2 full baths, one half bath, and three resident bedrooms. A washer and dryer are located on the first floor and storage space is plentiful in the basement. A staff office will also be maintained in the basement.

The three resident bedrooms range from 160 square feet to 255 square feet of floor space. The square feet of bedroom space per resident exceeds the licensing requirement of 65 square feet per resident.

The living room has 460 square feet of space, the family room has 284 square feet of space, and the dining room has 149 square feet of space. Six people will occupy this home and this equates to 148.8 square feet of space per occupant. This considerably exceeds the licensing requirement of 35 square feet of space per occupant.

The home utilizes public sewage and water systems. It passed an environmental inspection conducted by this licensing consultant on October 30, 2003.

The home passed a fire safety inspection conducted by this licensing consultant on October 30, 2003. It has hard-wired smoke detectors with battery back up in the sleeping area, living room area, kitchen, and basement. It also has fire extinguishers on each level of the home and posted evacuation routes. Fire Pros Inc. certified the performance of the smoke detection system on 11/25/03.

B. Program Description

Saginaw Bay Human Services Corporation is currently licensed to provide group home services in several other facilities in Arenac, Bay, Clinton, Ingham, and Saginaw counties. J. Joseph Pilot has been the Licensee Designee for this corporation since 1992. Mr. Pilot graduated from Aquinas College in Grand Rapids, Michigan with a Bachelor of Science degree. He has had ample administrative experience in providing care for vulnerable adults for the past 19 years. Mr. Pilot has a certificate of Trainer of Trainers for the Group Home Curriculum Training classes. He submitted a current physical and TB done on 07/15/03.

There will be 24-hour staff to supervise and provide care for the six residents of Gateway. All staff of the facility will be fully trained prior to beginning work with residents. The administrator for this facility will be Debra Antes. She has administrative experience in adult foster care in that she owned and operated her own adult foster care home from January of 1996 through March of 2002. Ms. Antes's home provided supervision, protection, and personal care for persons with developmental disabilities and mental illness.

Saginaw Bay Human Services has experience providing care to adults with developmental disabilities, mental illness; those who are physically disabled and/or aged. Saginaw Bay Human Services has also applied for special certification to the residents of Gateway once the licensing procedure is completed.

Gateway will provide a specialized program to assist developmentally disabled and mentally ill residents in transitioning from adult foster care, to a less restrictive environment. Activities within the home and community will be planned and implemented on an individual basis, with resident involvement in the planning process. Residents will also be involved in meal planning and preparation, with staff supervision. Emergency medical and other transportation services will be provided. This home is not barrier free and wheelchair users cannot be accepted.

IV. RECOMMENDATION

Based on the findings of this licensing investigation and submission of all required documents through the pre-licensing process, it is my recommendation to issue a temporary AFC small group home license with special certification, to Saginaw Bay Human Services, Inc. to operate Gateway. The terms of the license will permit the licensee to provide male and female developmentally disabled and mentally ill residents with personal care, protection and supervision to a maximum of six (6) residents at 1115 Woodmere, Alma, MI 48801. The duration of the temporary license will be for a six (6) month period effective November 25, 2003.

Kelly D. Green
Licensing Consultant

Date

Approved By:

Jack R. Failla
Area Manager

Date