



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

April 21, 2022

Nicholas Burnett  
Flatrock Manor, Inc.  
2360 Stonebridge Drive  
Flint, MI 48532

RE: Application #: AS250411455  
Woodridge  
9035 Woodridge Dr.  
Davison, MI 48423

Dear Mr. Burnett:

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. If I am not available, and you need to speak to someone immediately, please contact the local office at (517) 284-9730.

Sincerely,

A handwritten signature in cursive script that reads "Derrick L. Britton".

Derrick Britton, Licensing Consultant  
Bureau of Community and Health Systems  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
(517) 284-9721

enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	AS250411455
<b>Applicant Name:</b>	Flatrock Manor, Inc.
<b>Applicant Address:</b>	7012 River Road Flushing, MI 48433
<b>Applicant Telephone #:</b>	(810) 964-1430
<b>Administrator/Licensee Designee:</b>	Carrie Aldrich/Nicholas Burnett
<b>Name of Facility:</b>	Woodridge
<b>Facility Address:</b>	9035 Woodridge Dr. Davison, MI 48423
<b>Facility Telephone #:</b>	(810) 877-6932
<b>Application Date:</b>	01/12/2022
<b>Capacity:</b>	6
<b>Program Type:</b>	PHYSICALLY HANDICAPPED DEVELOPMENTALLY DISABLED MENTALLY ILL

## II. METHODOLOGY

01/12/2022	Enrollment
01/19/2022	File Transferred to Field Office Flint via SharePoint
02/03/2022	Application Incomplete Letter Sent
02/07/2022	Contact - Document Received Documentation from Application Incomplete Letter
03/08/2022	Contact - Document Received Required Documentation from Application Incomplete Letter
03/09/2022	Contact - Document Sent Email with Morgan Yarkosky re: scheduling inspection date
04/01/2022	Application Complete/On-site Needed
04/01/2022	Inspection Completed On-site
04/05/2022	SC-Application Received - Original
04/06/2022	Contact - Document Sent AFC Licensing Information Request sent to clear Adult Member of Household
04/13/2022	Contact - Document Received Adult Member of Household cleared
04/13/2022	Inspection Completed-BCAL Full Compliance
04/14/2022	SC-Recommend MI and DD

## III. DESCRIPTION OF FINDINGS & CONCLUSIONS

### A. Physical Description of Facility

Flatrock Manor-Woodridge is located at 9035 Woodridge Drive, Davison, MI 48423. The physical plant is a two-story, all brick colonial structure situated in the Woodridge Farms subdivision of Davison. It is near a main road and is within a few miles from social, recreational, cultural, and other community-based facilities in the city of Davison.

The lot size is 47,045 square feet, with a large front yard and Kearsley Creek running across the back of the property. The facility has a wraparound porch in the front and a back deck overlooking the backyard. The entire yard is nicely landscaped with trees for

natural privacy. There is a three-car garage attached to the facility. The concrete driveway provides significant parking for staff and visitors.

The main level consists of an open floor plan with hardwood floors and a living room, dining room, and kitchen with granite counter tops and built in gas grill. Additionally, the main level has a television room, laundry room, four resident bedrooms, one full bathroom with two sinks and separate bathtubs and showers, and a sweeping staircase leading to the second floor. The second floor consists of two resident rooms with attached full bathrooms. The basement consists of a separate living space with full kitchen, full bathroom, living room, bedroom, storage, furnace, water heater, and walk-out door. The facility has central air, with the unit located on a cement platform in the rear of the facility. 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. A furnace and hot water heater inspection was completed and approved on 04/15/2022. Fire extinguishers are installed on each floor of the home. All exit doors on the main level have audible alarms. The facility is not wheelchair accessible.

The facility utilizes public water supply and sewage disposal system. The facility has natural gas furnace and water heater located in the basement. The basement is equipped with a 1-3/4-inch solid core door that is equipped with an automatic self-closing device and positive latching hardware.

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

Room #	Room Dimensions	Total Square Footage	Total Resident Beds
Bedroom 1	17'1" x 17'	291.83 sq ft	1
Bedroom 2	12'4" x 13'8"	171.76 sq ft	1
Bedroom 3	20'4" x 13'2"	268.82 sq ft	1
Bedroom 4	12'8" x 15'2"	194.64 sq ft	1
Bedroom 5	15'8" x 12'6"	199.24 sq ft	1
Bedroom 6	16'5" x 10'6"	174.63 sq ft	1

The indoor living and dining areas measure a total of 521.05 square feet of living space. This exceeds the minimum of 35 square feet per occupant requirement.

The home has two separate and independent means of egress to the outside. The means of egress were measured at the time of the inspection and exceed the 30-inch minimum width required. The required exit doors are equipped with positive latching, non-locking against egress hardware. All 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 home 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, 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, Flatrock Manor Inc., 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 fully ambulatory male residents, 18 years of age and older, with diagnoses to included who are physically handicapped, mentally ill, and developmentally disabled in the least restrictive environment possible. The program will include social interaction skills, personal hygiene, personal adjustment skills, and public safety skills. An Assessment Plan will be designed and implemented for each resident's social and behavioral developmental needs.

If needed by residents, behavior intervention, crisis intervention, and specialized intervention programs will be developed as identified in resident assessment plans. These interventions shall be implemented only by staff trained in the intervention techniques, and only with prior approval of the resident, guardian, and the responsible agency.

Flatrock Manor Inc. will ensure that the residents' transportation and medical needs are met. Flatrock Manor Inc. has transportation available for residents to access community-based resources and services. The facility will make provisions for a variety of leisure and recreational equipment. It is the intent of this facility to utilize local community resources including public educational resources, libraries, local museums, shopping centers, and parks.

## **C. Applicant and Administrator Qualifications**

On 01/12/2022, the applicant, Flatrock Manor Inc., applied to provide adult foster care services for six adults at 9035 Woodridge Drive, Davison, MI 48423.

Flatrock Manor Inc. is a "Michigan Domestic Limited Liability Company," which was established in the State of Michigan on 08/05/1998. The company is an experienced adult foster care provider, currently operating numerous licensed adult foster care facilities in the State of Michigan. 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 applicant has a board of directors that oversee the company.

Flatrock Manor Inc. submitted documentation appointing Nicholas Burnett as licensee designee for this facility and Carrie Aldrich as the administrator of the facility. Nicholas Burnett and Carrie Aldrich submitted a licensing record clearance request that was completed with no LEIN convictions recorded. They also submitted a medical clearance request with statements from a physician documenting their good health and current TB-test negative results. Nicholas Burnett and Carrie Aldrich have provided documentation to satisfy the qualifications, training, and experience requirements identified in the administrative group home rules.

The staffing pattern for the original license of this six-bed facility is adequate and includes a minimum of one staff for six residents per shift. Flatrock Manor 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. Flatrock Manor Inc. has indicated that direct care staff will be awake during sleeping hours.

Flatrock Manor 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.

Flatrock Manor Inc. 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 resident information or both. Flatrock Manor Inc. understands the process of utilizing the Michigan Long Term Care Partnership website ([www.miltcpartnership.org](http://www.miltcpartnership.org)), L-1 Identity Solutions™ (formerly Identix®), and the related documents required to be maintained in each employees record to demonstrate compliance.

Flatrock Manor 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 designee will 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.

Flatrock Manor 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, the applicant 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.

Flatrock Manor 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.

Flatrock Manor Inc. acknowledge the responsibility to obtain the required 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.

Flatrock Manor 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 the documents that are required to be maintained within each resident's file.

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

Flatrock Manor 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. The applicant indicated the intent to respect and safeguard these resident rights.

Flatrock Manor 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.

Flatrock Manor 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.

The applicant acknowledged that residents with any 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 AFC adult small group home (capacity 1-6).



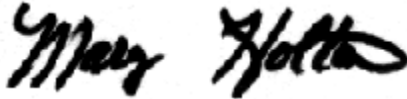
04/14/2022

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Derrick Britton  
Licensing Consultant

Date

Approved By:



04/21/2022

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Mary E Holton  
Area Manager

Date