



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
DIRECTOR

August 15, 2024

Sheana Waldburg
Heavenly Comfort LLC
19103 Woodmont
Harper Woods, MI 48225

RE: Application #: AS630417850
Heavenly Comfort Southfield
19230 Silvercrest
Southfield, MI 48075

Dear Sheana Waldburg:

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 "Frodet Dawisha".

Frodet Dawisha, Licensing Consultant
Bureau of Community and Health Systems
3026 W. Grand Blvd.
Cadillac Place, Ste 9-100
Detroit, MI 48202
(248) 303-6348

enclosure

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

I. IDENTIFYING INFORMATION

License #:	AS630417850
Applicant Name:	Heavenly Comfort LLC
Applicant Address:	19230 Silvercrest Drive Southfield, MI 48075
Applicant Telephone #:	(313) 307-0002
Administrator/Licensee Designee:	Sheana Waldburg
Name of Facility:	Heavenly Comfort Southfield
Facility Address:	19230 Silvercrest Southfield, MI 48075
Facility Telephone #:	(313) 307-0002
Application Date:	09/13/2023
Capacity:	5
Program Type:	PHYSICALLY HANDICAPPED DEVELOPMENTALLY DISABLED MENTALLY ILL AGED

II. METHODOLOGY

09/13/2023	Enrollment
09/19/2023	PSOR on Address Completed
09/19/2023	Application Incomplete Letter Sent 1326/RI030/ NEW FPS
12/01/2023	Contact - Document Sent 2nd Application incomplete letter
12/13/2023	Contact - Document Received 1326/RI-030
12/28/2023	Application Incomplete Letter Sent Letter emailed to applicant Sheana Waldburg
06/17/2024	Contact – Document Received Application documents received
06/17/2024	SC-Application Received-Original
06/24/2024	Application Complete/On-site Needed
06/25/2024	Inspection Completed On-site
06/25/2024	Inspection Completed-BCAL Full Compliance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

Heavenly Comfort Southfield is a ranch style home located in a residential area of City of Southfield. The home consists of a main floor with a full basement. The first floor consists of a living room, kitchen, dining room, a media room, three bedrooms and three full bathrooms. This home is wheelchair accessible and has 2 approved means of egress that accommodate wheelchairs from the first floor. Heavenly Comfort Southfield utilizes public water supply and sewage disposal system.

The hot water heater and furnace are in the basement, which is equipped with a 1-3/4-inch solid core 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, single-station smoke detectors have been installed near sleeping areas, on each

occupied floor of the home, in the basement and near all flame- or heat-producing equipment.

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

Bedroom #	Room Dimensions	Total Square Footage	Total Resident Beds
1	18'01" x 11'02"		2
2	15'10" x 11'02"		2
3	12'01" x 9'11"		1

Total capacity: 5

The indoor living, dining, and media areas measure a total of 981 square feet of living space. This meets/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

Mrs. Waldburg intends to provide 24-hour supervision, protection, and personal care to 5 male and/or female residents who are aged mentally ill and developmentally disabled. The program will include social interaction; training to develop personal hygiene, personal adjustment, public safety, and independent living skills; opportunity for involvement in educational or day programs or employment and transportation. Mrs. Waldburg intends to accept referrals from Oakland County Community Mental Health.

If needed by residents, behavior interventions and specialized interventions will be identified in the assessment plans. These interventions shall be implemented only by staff trained in the intervention techniques.

In addition to the above program elements, it is the intent of Mrs. Waldburg to utilize local community resources for recreational activities including the public schools and library, local museums, shopping centers, churches, etc. These resources provide an environment to enhance the quality of life and increase the independence of residents.

C. Applicant and Administrator Qualifications

The applicant is Heavenly Comfort, L.L.C., a "Domestic Limited Liability Company", established in Michigan on 05/10/2011. 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 members of Heavenly Comfort, L.L.C. have submitted documentation appointing Sheana Waldburg as licensee designee and administrator for this facility.

Criminal history background check of Mrs. Waldburg was completed, and he was determined to be of good moral character to provide licensed adult foster care. Mrs. Waldburg submitted statements from a physician documenting his good health and current negative tuberculosis test results.

Mrs. Waldburg has provided documentation to satisfy the qualifications and training requirements identified in the group home administrative rules. Mrs. Waldburg has been working in the capacity of a licensee and an administrator and providing direct care services to the mentally ill and developmentally disabled population since 2012. Mrs. Waldburg has sufficient financial resources to provide for the adequate care of the residents as evidenced by the projected income from caring for AFC residents at four other AFC homes in the State of Michigan.

The staffing pattern for the original license of this 5 bed facility is adequate and includes a minimum of 1 staff for 5 residents per shift. Mrs. Waldburg 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. Mrs. Waldburg has indicated that direct care staff will be awake during sleeping hours.

Mrs. Waldburg acknowledged that at no time will this facility rely on “roaming” staff or other staff that are on duty and working at another facility to be considered part of this facility’s staff –to- resident ratio or expected to assist in providing supervision, protection, or personal care to the resident population.

Mrs. Waldburg 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.

Mrs. Waldburg acknowledged an understanding of the responsibility to assess the good moral character of employees. Mrs. Waldburg 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.

Mrs. Waldburg 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(s) *or licensee designee* will administer medication to residents. In addition, Mrs. Waldburg 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.

Mrs. Waldburg 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,

Mrs. Waldburg 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.

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

Mrs. Waldburg 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.

Mrs. Waldburg 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.

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

Mrs. Waldburg 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 (s) indicated the intent to respect and safeguard these resident rights.

Mrs. Waldburg 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.

Mrs. Waldburg 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.

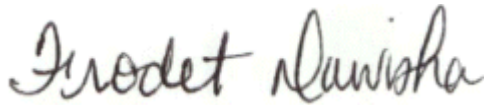
Mrs. Waldburg acknowledged that residents with mobility impairments may only reside on the main floor of the facility.

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 Heavenly Comfort Southfield, an adult foster care group home with a capacity of six **(5)** residents.

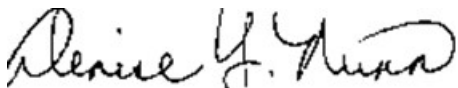


08/05/2024

Frodet Dawisha
Licensing Consultant

Date

Approved By:



08/15/2024

Denise Y. Nunn
Area Manager

Date