



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

MARLON I. BROWN, DPA  
DIRECTOR

April 9, 2025

James Saintz  
Agnus Dei AFC Home Inc.  
1307 42nd St.  
Allegan, MI 49010

RE: License #: AS030417396  
Investigation #: 2025A0357023  
Agnus Dei AFC Home V

Dear Mr. Saintz:

Attached is the Special Investigation Report for the above referenced facility. Due to the violations identified in the report, a written corrective action plan is required. The corrective action plan is due 15 days from the date of this letter and must include the following:

- How compliance with each rule will be achieved.
- Who is directly responsible for implementing the corrective action for each violation.
- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance is achieved.
- The signature of the responsible party and a date.

If you desire technical assistance in addressing these issues, please contact me. In any event, the corrective action plan is due within 15 days. Failure to submit an acceptable corrective action plan will result in disciplinary action.

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 (616) 356-0100.

Sincerely,

*Arlene B. Smith*

Arlene B. Smith, MSW, Licensing Consultant  
Bureau of Community and Health Systems  
Unit 13, 7th Floor  
350 Ottawa, N.W.  
Grand Rapids, MI 49503  
(616) 916-4213

enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	AS030417396
<b>Investigation #:</b>	2025A0357023
<b>Complaint Receipt Date:</b>	02/10/2025
<b>Investigation Initiation Date:</b>	02/10/2025
<b>Report Due Date:</b>	04/11/2025
<b>Licensee Name:</b>	Agnus Dei AFC Home Inc.
<b>Licensee Address:</b>	1307 42nd St., Allegan, MI 49010
<b>Licensee Telephone #:</b>	(269) 686-8212
<b>Administrator:</b>	James Saintz
<b>Licensee Designee:</b>	James Saintz
<b>Name of Facility:</b>	Agnus Dei AFC Home V
<b>Facility Address:</b>	2221 63rd Street, Fennville, MI 49408
<b>Facility Telephone #:</b>	(269) 686-8212
<b>Original Issuance Date:</b>	11/03/2023
<b>License Status:</b>	REGULAR
<b>Effective Date:</b>	05/03/2024
<b>Expiration Date:</b>	05/02/2026
<b>Capacity:</b>	6
<b>Program Type:</b>	PHYSICALLY HANDICAPPED, MENTALLY ILL, DEVELOPMENTALLY DISABLED, TRAUMATICALLY BRAIN INJURED

**II. ALLEGATION(S)**

	<b>Violation Established?</b>
Resident A has not been receiving his \$44.00 each month and did not have access to his spending money.	Yes
Additional Findings	Yes

**III. METHODOLOGY**

02/10/2025	Special Investigation Intake 2025A0357023
02/10/2025	Special Investigation Initiated - Telephone To Megan Auckerman, the current Licensing Consultant to discuss the complaint.
04/03/2025	Inspection Completed On-site I made an unannounced inspection at the facility.
04/03/2025	Contact - Face to Face With House Manager, Donivan Hudson.
04/03/2025	Contact - Telephone call made With Resident A's Case Manager, Sherrie Chase from OnPoint, CMH.
04/03/2025	Contact - Telephone call made Telephone call made to Recipient Rights, OnPoint, left a message.
04/03/2025	Contact - Document Sent Reviewed Resident A's chart. Received copies of Funds I and Funds II.
04/04/2025	Contact - Face to Face Conducted interview with Resident A in his bedroom.
04/04/2025	Contact - Telephone call made To Courtney Rector, Assistant Manager. I left her a message to return my call.
04/04/2025	Contact - Telephone call made Conducted a telephone to Judy Olexa, Residential Director.
04/04/2025	Contact – Telephone call made To Michana Guardianship Services. Lori Phillips, Receptionist.

04/08/2025	APS Referral
04/08/2025	Exit Telephone Exit Conference with Licensee Designee.

**ALLEGATION: Resident A has not been receiving his \$44.00 each month.**

**INVESTIGATION:** On 04/03/2025, I telephoned Resident A's, Case Manager, Sherri Chase from OnPoint, (CMH), Allegan County. She informed me that Resident A had not been receiving his spending monies of \$44.00 per month starting in September 2024. She went on to say Resident A was recently appointed a new guardian, Michiana Guardianship Servies and she had telephoned them, and they confirmed that they had been sending his check for his payment for AFC service along with his \$44.00 spending monies. I asked if Resident A could have a conversation with me and she said: "He doesn't talk." She went on to report that the AFC had given him his \$44.00 she thought recently but was uncertain as to when this occurred and for what months.

On 04/03/2025, I made an unannounced inspection of the home. I met with Donivan Hudson who reported he was the Home Manger. He also reported that Courtney Rector was the assistant manager. I asked to see Resident A's file, specifically Resident Funds Part II form. He and I reviewed this document, and he made me a copy. The form started on 10/07/2025 and has columns entitled: Date, Reason For Transaction, Resident or Designated Representative Signature, License or Designated Signature, Deposit, Withdrawal Amount, Balance, and Forwarded. The form included the following entries:

10/07, Personal In, Signature, Resident A, License or Designee Signature, C Rector, Deposit Amount \$44.00. Balance \$44.00

10/07, Personal Out, Signature, Resident A, License or Designee Signature, C Rector, Withdrawal Amount \$40.00. Balance \$4.00.

11/07, Personal In, Signature, Resident A, License or Designee Signature, C Rector, Deposit Amount, \$44.00. Balance \$48.00.

11/08, Personal Out, Signature, Resident A License or Designee Signature, C Rector, Withdrawal Amount, \$40.00. Balance \$8.00.

12/07, Personal In, Signature, Resident A, Licensee or Designee Signature, C Rector, Deposit Amount, \$44.00. Balance \$52.00.

1/07, Personal In, Signature, Resident A, Licensee or Designee Signature, C Rector, Deposit, Amont, \$44.00, Balance \$96.00.

2/07, Personal In, Signature, Resident A, Licensee or Designee Signature, C. Rector, Deposit Amount, \$44.00. Balance \$140.00.

2/11 Subway, No signature, C. Rector, Withdrawal, \$9.42. Balance \$130.  
Forwarded \$58.00.

2/11, MB Market. No Signature, C. Rector, Withdrawal, \$4.70. Balance \$125.  
Forwarded \$88.00.

2/18, McDonald's. No Signature, C. Rector, Withdrawal \$11.66, Balance \$114.00.  
Forwarded \$22.00.

2/18, Dollar General. No Signature, C. Rector, Withdrawal, \$10.56, Balance \$103.00.  
Forward \$66.00.

2/25, Subway. No signature, C. Rector, Withdrawal, \$9.53, Balance \$94.00.  
Forward \$13.00.

3/21, Personal In. No signature, C. Rector, Deposit, \$132.00, Balance \$226.00.  
Forward \$226.13.

On 04/03/2025, Mr. Hudson and I counted the monies in Resident A's pouch, and it was \$226.13 exactly. Receipts were attached to Resident A's, Resident Funds Part II form. I asked Mr. Hudson for Resident A's Resident Funds Part II form for the sheet before this one, which would have started before 10/07/2024, and he said they didn't have any other sheets. It appeared that they had started the Resident Funds Part II form on 10/07/2024. I asked to see Resident A's, Resident Funds Part I form and under Section B. It had a check marked for Payment but not for cash. The Licensee Designee, name, James Saintz, was typed on this form with the date typed of 05/10/2024. According to Resident Funds Part I Form, they were obviously managing Resident A's funds, but they did not check "cash." Mr. Hudson confirmed Resident A's admission date to the home was on 05/10/24.

On 04/03/2025, Mr. Hudson reported that Resident A had an interruption in his stay at the facility. He said he had left the home (possibly on July 4, 2024) with family and he did not come back but they held his bed for him. He had no specific dates. He said Resident A had exposed himself in the library and the courts got involved, and they changed his guardianship from his family to Michana Guardianship Services. He was uncertain to the date that Resident A returned to the home.

On 04/03/2025, Mr. Hudson reported that when he received Resident A's monthly \$44.00, he always told Resident A that his monies were available. I asked him if he knew what the amount of \$132.00, deposited on 03/21/2025, which seemed to equal three-month payments of \$44.00 was, and he was unsure. He stated that when they take Resident A on an outing he can choose where he wants to or where he wants to eat, and they use Resident A's monies and return the receipt.

On 04/03/2025, Mr. Hudson provided me with the telephone number of Courtney Rector, Assistant Home Manager, whose name was recorded on the Resident

Funds Part II form. On the same date I telephoned her and left a message to return my call. He also encouraged me to telephone the Residential Director, Judy Olexa, and he provided her telephone number.

On 04/03/2025, I spoke with Resident A in his bedroom, and asked if he had received his spending monies of \$44.00 each month and he said "No." I asked if he knew of any months when he had not received his monthly spending monies of \$44.00 and he said "No." I named a few of the places he had been to in February such as Subway, and McDonalds and he acknowledged "Yes."

On 04/04/2025, I spoke with Ms. Olexa over the telephone. She confirmed that she was the Residential Director. She explained that a family member picked Resident A up and he was gone a few months, and they kept his bed for him. During this time the courts appointed a public guardian, but it took some time for his Social Security to catch up. She also stated that because of this, his rent went behind and she thought they were still catching up. She explained that Resident A's monies go from the guardian/payee to James Saintz's (Licensee Designee) business account and then it is transferred into Resident A's account at the bank. Then the staff (Ms. Rector) must pull the spending monies from Resident A's bank account and put it in his pouch at the home and enter it on the Resident Funds Part II form. She further explained that Courtney Rector was on maternity leave (dates unknown-but several months) and Resident A's spending monies for \$44.00 were not removed from Resident A's bank account and put into his pouch at the home. She thought this had not been done for several months. She stated that Mr. Hudson was to move Resident A's monies while Ms. Rector was on maternity leave, but she said he is fairly new and still learning. She acknowledged that Resident A's \$44.00 remained in his bank account, therefore he did not have access to his personal spending monies. She thought he missed December 2024 and January 2025, but she was not certain. She thought that the \$132.00 recorded on the Resident Funds Part II form must have been for three months of \$44.00 for Resident A. She acknowledged that Resident A's account was over \$200.00.

On 04/04/2025, I explained to Ms. Olexia, that I had telephoned Ms. Rector yesterday and had not return call. She stated that Ms. Rector was off work.

On 04/00/2025, I conducted a telephone exit conference with the Licensee Designee James Saintz, and he agreed with my findings.

<b>APPLICABLE RULE</b>	
<b>R 400.14315</b>	<b>Handling of resident funds and valuables.</b>
	<b>(2) The care of any resident funds and valuables that have been accepted by a licensee for safekeeping shall be treated by the licensee as a trust obligation.</b>
	<b>(3) A licensee shall have a resident's funds and valuables transaction form completed and on file for each resident. A</b>

	<p><b>department form shall be used unless prior authorization for a substitute form had been granted in writing by the department.</b></p>
<p><b>ANALYSIS:</b></p>	<p>Resident A's Case Manager, Sherrie Chase, from OnPoint reported that Resident A had not received his spending monies of \$44.00 for September or more months,</p> <p>Upon review of Resident A's, Resident Funds Part II, there were no entries made before 10/07/2024, so I could not determine if Resident A had received his \$44.00, spending amounts for each month, since his admission of 05/10/2024. On 03/21/2025, \$132.00 was entered into Resident A's, Funds Part II account. This would equal three months of his \$44.00, but there was no explanation as to where this dollar amount came from. It would appear that this was his \$44.00 for previous unknown three missed months.</p> <p>On Resident A's Funds Part II form entries were made on the following dates: 10/07/2024, 11/07/2024, 12/07/2024, 1/07/2025 and 2/07/2025, when Resident A's \$44.00 was entered on his Resident Funds Part II form.</p> <p>Resident A denied that he had received his monthly spending money of \$44.00. Resident A was interviewed and provided contradictory information regarding whether or not he received his monthly spending money.</p> <p>Ms. Olexa confirmed that Ms. Courtney Rector was on maternity leave (dates unknown-but several months) and Resident A's spending money of \$44.00 were not removed from Resident A's bank account and put into his pouch at the home for several months.</p> <p>During this investigation there was evidence found that Resident A had not received his \$44.00 spending money for each month he lived in the AFC home according to the home's documentation. Therefore, there is a violation for this rule, because his monies were not treated as a trust obligation. In addition, Resident A's Funds Part II form was not initiated until 10/07/2025, despite his admission occurring on 05/10/2024. Therefore, there is an additional violation to this rule because the licensee failed to complete the entries on the required Resident Funds Part II for the first five months of Resident A's stay in the home.</p>



<b>CONCLUSION:</b>	<b>VIOLATION ESTABLISHED</b>
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<b>APPLICABLE RULE</b>	
<b>R 400.14315</b>	<b>Handling of resident funds and valuables.</b>
	<b>(7) A resident shall have access to and use of personal funds that belong to him or her in reasonable amounts, including immediate access to not less than \$20.00 of his or her personal funds. A resident shall receive up to his or her full amount of personal funds at a time designated by the resident, but not more than 5 days after the request for the funds. Exceptions to this requirement shall be subject to the provisions of the resident's assessment plan and the plan of services.</b>
<b>ANALYSIS:</b>	The Residential Director, Judy Olexa acknowledged that for several months Resident A's \$44.00 were not removed from the bank and put into his pouch at the home, so he had no access to this spending monies. Therefore, Resident A did not have immediate access to his personal spending money for approximately three months.
<b>CONCLUSION:</b>	<b>VIOLATION ESTABLISHED</b>

**ADDITIONAL FINDINGS:**

**INVESTIGATION:** On 04/03/2025, I observed Resident A's, Resident Funds Part II form. The amount listed on his form was \$226.13. The Home Manger, Donivan Hudson and I counted Resident A's monies from his pouch, and it was exactly \$226.13. Mr. Hudson acknowledged that his monies were over the allowed amount of \$200.00.

On 04/04/2025, I interviewed the Residential Director, Ms. Judy Olexa, and I explained that on Resident A's, Resident Funds Part II form his total amount of monies was recorded as \$226.13. This was after a deposit of \$132.00 was placed in his pouch as of 03/21/2025. She acknowledged that Resident A's monies was over the \$200.00 allowed amount.

On 04/08/2025, I conducted a telephone exit conference with the Licensee James Saintz and he agreed with my findings.

<b>APPLICABLE RULE</b>	
<b>R 400.14315</b>	<b>Handling of resident funds and valuables.</b>
	<b>(6) Except for bank accounts, a licensee shall not accept resident fund of more than \$200.00 for any resident of the home after receiving payment of charges owed.</b>
	<p>On 04/03/2025, Mr. Hudson, the Home Manager and I counted Resident A's monies, from his pouch and it totaled \$226.13. This same is the same amount that was recorded on Resident A's, Resident Funds Part II form. This is over the allowed amount of the rule of \$200.00</p> <p>During this investigation it was discovered that Resident A's funds were at \$226.13 which is over the allowed amount of \$200.00 in the rule. Therefore, there is a violation to the rule.</p>
<b>CONCLUSION:</b>	<b>VIOLATION ESTABLISHED</b>

**ADDITIONAL FINDINGS:**

**INVESTIGATION:** On 03/04/2025, I made an unannounced inspection to the home. I met with Home Manager, Donovan Hudson. I asked to see Resident A's, Health Care Appraisal (HCA). I asked when Resident A was admitted to the home and he said, 05/10/2024. He found a HCA in Resident A's file but it was blank. It was not filled out and it was not signed. At his point in time he telephoned Ms. Judy Olexa, Residential Director and she instructed him to look on the computer. He found another blank Health Care Appraisal. He acknowledged that they did have Resident A's HCA. He explained that there were starting the process of moving the resident files to the computer, which he said was a very slow process. As I looked through Resident A's file I found a diagnosis of Neuro development disorder, unspecified in documents by OnPoint. I reviewed his Medication Administration Record and found he was receiving Zoloft 50mg. and Zyprexa 5.mg.

On 04/04/2025, I spoke by telephone with the Residential Director, Ms. Judy Olexa. I explained that Mr. Hudson was unable to find Resident A's HCA. I also explained that he found HCA on the computer, but it was blank also. She acknowledged she did not know where Resident A's HCA was located.

On 04/08/2025, I conducted a telephone exit with the Licensee Designee, James Saintz and he agreed with my findings. He said they had systems in place, but they missed the fact that the Health Care Appraisal was not completed or signed.

<b>APPLICABLE RULE</b>	
<b>R 400.14301</b>	<b>Resident admission criteria; resident assessment plan; emergency admission; resident care agreement; physician's instructions; health care appraisal.</b>
	<b>(10) At the time of the resident's admission to the home, a licensee shall require that the resident or the resident's designated representative provide a written health care appraisal that is completed within the 90-day period before the resident's admission to the home. A written health care appraisal shall be completed at least annually. If a written health care appraisal is not available at the time of an emergency admission, a licensee shall require that the appraisal be obtained not later than 30 days after admission. A department health care appraisal form shall be used unless prior authorization for a substitute form has been granted, in writing, by the department.</b>
<b>ANALYSIS:</b>	<p>On 04/03/2025, I reviewed Resident A's file with the Home Manager, Donivan Hudson, the Home Manager. He could not find a completed Health Care Appraisal for Resident A in Resident A's file or on the computer. He acknowledged that they did not have one.</p> <p>On 04/03/2025, I spoke by telephone with the Residential Director, Judy Olexa and I explained that Mr. Hudson could not find Resident A's, Health Care Appraisal. She also acknowledged that she did not know where Resident A's required Health Care Appraisal was located.</p> <p>During this investigation there was evidence found that the home did not have Resident A's required Health Care Appraisal upon admission, in his file or on the computer. Therefore, there is a violation to the rule.</p>
<b>CONCLUSION:</b>	<b>VIOLAITON ESTABLISHED</b>

#### IV. RECOMMENDATION

I recommend the Licensee provide an acceptable plan of correction and then the complaint will be closed.

*Arlene B. Smith*

04/08/2025

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Arlene B. Smith, Licensing Consultant

\_\_\_\_\_  
Date

Approved By:



04/09/2025

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Jerry Hendrick, Area Manager

Date