



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
FAMILY INDEPENDENCE AGENCY
OFFICE OF CHILDREN AND ADULT LICENSING



MARIANNE UDOW
DIRECTOR

April 6, 2004

Ms. Patricia Carter
Carter Country Homes Inc.
1536 Essay Lane
Holly, MI 48442

RE: Application #: AS630251801
Carters Blessings
1200 Essay Lane
Holly, MI 48442

Dear Ms. Carter:

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 (248) 975-5053.

Sincerely,

Tom Bauer, Licensing Consultant
Office of Children and Adult Licensing
41000 Woodward Suite 358
Bloomfield Hills, MI 48304
(248) 975-5083

Enclosure

**MICHIGAN FAMILY INDEPENDENCE AGENCY
OFFICE OF CHILDREN AND ADULT LICENSING
LICENSING STUDY REPORT**

I. IDENTIFYING INFORMATION

License #: AS630251801

Applicant Name: Carter Country Homes Inc.

Applicant Address: 1536 Essay Lane
Holly, MI 48442

Applicant Telephone #: (248) 887-3176

Administrator/Licensee Designee: Patricia Carter, Designee

Name of Facility: Carters Blessings

Facility Address: 1200 Essay Lane
Holly, MI 48442

Facility Telephone #: (248) 889-4332
09/13/2002

Application Date:

Capacity: 6

Program Type: DEVELOPMENTALLY DISABLED
AGED
PHYSICALLY HANDICAPPED

II. METHODOLOGY

08/12/2002	Inquiry
08/12/2002	Contact - Telephone call received request for an application for a small group home made.
09/12/2002	Contact - Document Received Clearance forms received
09/13/2002	Enrollment
01/30/2003	Inspection Report Requested - Health
02/12/2003	Inspection Completed-Env. Health : A

03/28/2003	Comment Transferred for onsite visit
04/02/2003	Comment Application received from Lansing
05/27/2003	Comment File received from Lansing
07/29/2003	Contact - Telephone call made Schedule inspection of physical plant for the application
08/04/2003	Inspection Completed On-site Initial inspection for application
08/05/2003	Inspection Completed-BFS Sub. Compliance
08/18/2003	Contact - Telephone call received Request for inspection
09/24/2003	Inspection Completed On-site
09/24/2003	Inspection Completed-BFS Sub. Compliance
09/26/2003	Contact - Document Received
09/30/2003	Contact - Telephone call received
02/18/2004	Inspection Completed-BFS Full Compliance Final inspection of physical plant. Additional paperwork requested at the time.

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

1) Environmental Conditions

Carter's Blessings is located at 1200 Essay Lane Holly, Michigan 48442. Carter's Blessings is a colonial home with a full basement. The home sits on a several acre plot of landscaped and wooded property at the end of Essay Lane. The home has an attached garage and a spacious driveway with parking for several cars.

The main floor is made up of a spacious living room, resident bedroom, full bath, laundry room, kitchen with a breakfast nook, and a family room. The upstairs has four additional bedrooms and two full bathrooms. Two of the upstairs bedroom will be used for residents. The live-in staff persons will use the other rooms. The home has a full basement. The hot water heater and furnace are located in the basement.

Resident bedrooms were measured at the initial inspection and were found to be of the following dimensions and accommodation capability:

BEDROOM	MEASUREMENTS	SQUARE FOOTAGE	CAPACITY
Southeast	14' 8" X 13' 8"	200.5	2
Southwest	14' 8" X 13' 8"	200.5	2
1 st Floor	13' 3" X 10' 5"	137.8	2
		TOTAL:	6

Based upon the above information, this facility has the square footage necessary to accommodate up to 6 adults, as requested in the application.

The living space for the home was measured and is listed below:

The home has a Living room area that measures 20' X 13' 6". This provides 270 sq feet of living area. The dining/kitchen area measures 22' X 13' 6" and the formal Dining Room measures 12' 4" X 13' 6". The home has sufficient space for a table and chairs to accommodate six residents. The home has living space that meets the requirements of the rule.

The bedrooms were properly furnished, clean, and neat. Each bedroom has an easily operable window with screen, a mirror for grooming and a chair. The bedrooms all have adequate closet space for the storage of clothing and personal belongings. The bedrooms also have adequate lighting to provide for the needs of the staff and residents.

The two bathrooms are equipped with required non-skid surfacing and handrails, to assure resident safety in the maintenance of personal hygiene. The bathrooms were equipped with soap and paper towels for hand washing. I also observed that the facility was equipped with all required furnishings, linens, cooking and eating utensils.

Based on the above information and observations, I found the facility to be in substantial compliance with OCAL requirements regarding environmental conditions.

Carter's Blessings has a private well and septic. As part of the licensing process, the county health department conducted an inspection of the well and septic system and found that the home was in substantial compliance with applicable rules. The kitchen and bathroom areas were evaluated, and were found to be adequately equipped and in clean condition. Poisons and caustics will be stored in a secured area not used for food storage or preparation. The home has adequate food storage capacity. The refrigerator was equipped with thermometers to monitor the temperature of food storage. Water temperature was tested at the time of final inspection and found to be within the acceptable range as defined by rule R 40014401(2). The home also met the minimum requirements regarding food service (R 400.14402) and maintenance of premises (R 400.14403). Laundry facilities are located on the first floor in a separate room off the hallway leading to the resident bedrooms. The washer and dryer were properly installed and the dryer vent was made of acceptable non-combustible material.

2. Fire Safety

The home has a fully integrated hard wired smoke detection system to meet the requirements of R 400.14505. The smoke heads are placed as required by the rule. The home also has fire extinguishers located on the first floor, second floor, and in the basement, which meet the requirements of R 400.14506. The bedrooms of the home also have the proper means of egress as required by R 400.14508. 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 400.14502, R 400.14503, and R400.14504.

The home has two separate and independent means of egress to the outside as required by R400.14507. The means of egress were measured at the time of final inspection and meet the 30-inch minimum width requirement of the rule. The required exit doors are equipped with positive latching non-locking against egress hardware. All the bedroom doors have conforming hardware and proper door width.

A gas forced air furnace heats the facility. The Applicant supplied evidence of a recent furnace inspection for review at the time of the final inspection. The furnace and the gas hot water heater are located in the basement. The Applicant is aware that water temperature should be monitored on a regular basis to maintain a temperature between 105 and 120 degrees. I also found the electrical service to be adequate and in safe condition at the time of final inspection. The home was found to be in compliance with rules relating to interior finish, smoke detection equipment, fire extinguishers, means of egress, both generally and for bedrooms, heating equipment, flame producing equipment; enclosures, and electrical service.

I reviewed the facility's emergency procedures, which contain written instructions to be followed in case of fire, and medical emergency. Evacuation routes were also posted in the facility, with emergency telephone numbers posted in proximity to the telephone. The home has emergency medical services available through the township of Highland. The Applicant understands the OCAL requirements relating to the maintenance of fire drill records with the Applicant. The Applicant has indicated that it is the corporation's intent to conduct fire drills during the day, afternoon, and sleep hours on a quarterly basis, as well as to maintain a record of these fire drills, and resident performance during such drills.

Based upon the above observations and information, I found this facility to be in substantial compliance with administrative rules pertaining fire safety.

B. Program Description

1) Program Statement

The Applicant submitted a copy of the program statement to the Office of Children and Adult Licensing for review and inclusion in the licensing record. The document is acceptable as written. The facility will offer Adult Foster Care services for men and women who are 25 years or older. According to the program statement, the home

program is geared to provide lodging, meals, basic self-care supervision and protection to the resident population. The overall program goal is to provide a clean, safe healthful, intellectually stimulating, and emotionally satisfying environment for the residents. While meeting those objectives the home will provide 24-hour room, board, supervision, personal care, and protection.

2) Required Information

On 9/12/2002, the Office of Children and Adult Licensing received a license application and application fee from Ms. Patricia Carter, acting on behalf of Carter's Blessings Inc., to operate a small group AFC facility at the above referenced address in Holly, Michigan. The applicant corporation is a Domestic for Profit Corporation. The articles of incorporation have a filing date of 3/10/1998. The licensing file contains a letter from the corporation authorizing Ms. Patricia Carter to act on behalf of the corporation in matters pertaining to licensing.

As part of the application processes, the applicant submitted admissions, discharge policies for the Carter's Blessings Inc. The documents are acceptable as written. Also included in the home file is a staffing ratio statement and a floor plan. Corporate personnel policies and procedures are contained in the Office of Children and Adult Licensing corporate file.

The administrative structure for Carter's Blessings Inc., is as follows:

President: Patricia Carter
Vice President: Arthur Carter
Treasurer: Wendy Carter
Secretary: Angela Carter
Trustee: Ronald (Fisk) Carter
Trustee: Rusty Carter

A Records Clearance Request has been processed for Ms. Patricia Carter. Based upon her background, experience, and the Record Clearance Report, I find that she is of good moral character, and is suitable to provide care to dependent adults. A current Licensing Medical Clearance form for Ms. Patricia Carter is contained in the record. The form indicates that she is in good physical and emotional health, and there is no reason why she should not be involved in the operation of this facility, and the provision of adult foster care. A current negative TB test is also on file with Office of Children and Adult Licensing.

As referenced above Ms. Patricia Carter submitted, on behalf of Carter Country Homes Inc., financial information as part of the new application process. The applicant also submitted a projected budget for the home. The home currently has residents in placement, which provides the applicant with an immediate income stream. Based on the information presented, I have determined that the applicant corporation has demonstrated a stable financial position and possesses the financial capability to operate an adult foster care facility at the above referenced location.

3) Qualifications and Competencies

The licensee designee, Ms. Patricia Carter, has been involved in providing Adult Foster Care services for many years. She holds a family home license as well as a small group home license under Carter's Country Homes Inc, which has been in operation since 1999. Both homes provide services to the same population that is identified on the current application. Based on past experience and materials submitted, I conclude that Ms. Patricia Carter has demonstrated her competency as required by the rule R 400.14201.

At the time of the final inspection, there were no changes to report in information previously submitted in this application for a license. The Applicant is aware of OCAL requirements relating to changes in information, as outlined under administrative rule R400.14103 (5), and has indicated that it is the intent of the corporation to assure continued compliance with this rule. The Applicant was also reminded of OCAL requirements pertaining to posting of the license as outlined under rule R400.14103 (4), and has indicated that it is the intent of the corporation to maintain compliance with this requirement.

Based on the above information, I have determined that Carters Country homes Inc. is in substantial compliance with rule R400.14103 regarding required information and reporting changes, and rules R400.14201, R400.14202, and R400.14205 regarding qualifications and health of the Applicant

As required by the rule R400.14202, the home has a designated administrator. Ms. Patricia Carter will act as administrator for the Carter's Blessings Inc. Based on the information submitted, background, and experience, Ms. Patricia Carter meets the requirements of the rule and is qualified to act as administrator for Carter's Blessings Inc.

The Applicant understands that in accordance with rules R 400.14307, R 400.14308, and R 400.14309 regarding behavior intervention and crisis intervention, individual intervention programs will only be used at the least restrictive level necessary as defined in the individual plan of service. Only trained staff shall implement such programs. Facility staff will not utilize time out or restraints. Documentation of the implementation of any behavior management program will be maintained in the facility and will be available at all times for OCAL review.

As mentioned above, the applicant submitted copies of the proposed admission and discharge policies to Office of Children and Adult Licensing for review, and inclusion in the licensing record. I have reviewed the documents and determine that they do not conflict in content or intent with current rules and are therefore acceptable as written. A copy of the proposed staffing pattern is contained in the licensing file. The proposed staffing pattern appears to meet the care requirements of the proposed population described in the home's program statement and the minimum requirements of rule R 400.14206.

Individuals, who are interested in placement into Carter's Blessings, should contact the home directly. The Applicant also understands that the facility will conduct it's own evaluation and written assessment of any individual who is referred for placement. The

purpose of this assessment is to judge whether the individual fits the criteria established in the home's program statement and is compatible with the current residents. A resident care agreement and a current health appraisal are also required at the time of admission. Based upon the above information, the facility is found to be in substantial compliance with requirements of rule R400.14302 pertaining to admission and discharge.

4) Facility and Employee Records

a) Facility Records in General (Rule R400.14209)

The resident care agreement proposed for use in this facility is the current OCAL resident care agreement. The applicant understands OCAL requirements pertaining to maintaining a resident register, as required under rule R400.14210. The applicant understands the OCAL requirements for record keeping.

The Applicant understands the requirements set forth in rule R400.14313; and has indicated that the home will meet the requirement with respect to nutrition and menus as stated in the rule. The Applicant understands that all working menus are to be dated, prepared in advance, and that any changes or substitutions may be reflected on the working menus. Menu records are to be maintained in the facility for a period of one year. The Applicant also understands that a licensed physician must order any special diets implemented in the home,

b) Employee Records (rules R400.14204 and R400.14208)

Based on prior experience, the Applicant is well aware of the requirements for staff qualifications and training and intends to comply with the rules. The Applicant understands that all employees must submit to a pre-employment physical, which includes a TB tine test. The results of the test are obtained before employment begins. The corporation also verifies age and checks references before a person is offered employment. The Applicant provides an orientation and training of its own relating to reporting requirements, emergency procedures, prohibited practices, resident rights, and personal care, protection, and supervision required in adult foster care. Each employee must complete certified training in First Aid and CPR. Evidence of staff training will be maintained in the employee records for future OCAL review.

5) Resident Care, Services, and Records

The applicant understands OCAL requirements pertaining to resident records as specified in rule R400.14316. The applicant also understands OCAL requirements pertaining to resident rights and prohibited practices as outlined under rules R400.14304 and R400.14308.

The applicant also understands OCAL requirements pertaining to incident and accident reports, as outlined under rule R400.14311 and the requirements for safeguarding and

