



JENNIFER M. GRANHOLM
GOVERNOR

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



MARIANNE UDOW
DIRECTOR

July 16, 2004

Thomas Bourisseau
Harbor House Ministries
7683 Cottonwood Drive
Jenison, MI 49428

RE: Application #: AM700257038
HARBOR HOUSE MINISTRIES BLDG A
Building A
919 - 44th Street
Jenison, MI 49428

Dear Mr. Bourisseau:

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 12 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 (616) 356-0100.

Sincerely,

Terry Buit, Licensing Consultant
Office of Children and Adult Licensing
Unit 13, 7th Floor
350 Ottawa, N.W.
Grand Rapids, MI 49503
(616) 356-0110

Enclosure

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

I. IDENTIFYING INFORMATION

License #: AM700257038

Applicant Name: Harbor House Ministries

Applicant Address: 7683 Cottonwood Drive
Jenison, MI 49428

Applicant Telephone #: (616)868-6986

Administrator/Licensee Designee: Thomas Bourisseau, Designee

Name of Facility: **HARBOR HOUSE MINISTRIES BLDG A**

Facility Address: Building A
919 - 44th Street
Jenison, MI 49428

Facility Telephone #: (616)868-6986

Application Date: 05/01/2003

Capacity: 12

Program Type: DEVELOPMENTALLY DISABLED
PHYSICALLY HANDICAPPED

II. METHODOLOGY

05/01/2003	Enrollment
05/01/2003	Contact - Document Sent - requesting a OFS approval
05/01/2003	Inspection Report Requested - Health
06/26/2003	Contact - Document Received - Plans
07/01/2003	Contact - Document Sent - Plans to Lansing
09/30/2003	Inspection Report Requested – Health - Due to correction of address, new environmental was sent.
04/06/2004	Contact - Face to Face - Licensee Designee
04/12/2004	Contact - Telephone call received - Ottawa CMH
04/13/2004	Contact - Telephone call received - Licensee Designee
04/21/2004	SC-Application Received - Original
04/21/2004	Inspection Completed On-site
04/23/2004	Contact - Document Sent - Criminal Clearance for licensee designee
04/28/2004	Contact - Face to Face - Admin. re: proposed beds
05/06/2004	Contact - Telephone call received - Admin. re: proposed beds
05/24/2004	Contact - Telephone call received - Admin re: beds and staff training
05/26/2004	Contact - Document Sent - Fire safety request
06/15/2004	Inspection Completed-BFS Full Compliance
06/15/2004	SC-Inspection Full Compliance
06/15/2004	SC-Inspection Completed On-Site
06/21/2004	Contact - Document Sent

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

This facility is new construction in a residential area of Jenison. Zoning approval was granted by Georgetown Township on 02/24/2003.

The facility has a main area, which contains two dining areas, two activity areas, two living room areas, two med stations, offices, enclosed porch, and food preparation area.

There are two resident bedroom wings off the main area. Each wing has six resident bedrooms with 270 square feet. The resident bedrooms will be single occupancy. Each bedroom has a half-bathroom. Each wing has two main shower rooms.

The facility is wheelchair accessible. It is one level.

Ottawa County Health Department approval was granted on 06/21/2004. Fire Safety approval was granted on 06/30/2004.

B. Program Description

The program statement is listed as "Harbor House Ministries" a licensed Adult Foster Care Home that will provide services and support on Christian principles for severely multiply handicapped adults.

Harbor House Ministries was incorporated as a Michigan nonprofit corporation on 07/19/2000. Chuck Schipper is president of the ten-person board of directors. Thomas Bourisseau is the administrator and licensee designee. He has extensive experience as a nursing home administrator, AFC licensee, and member of the AFC Advisory Council.

There are 15 staff for the facility, two of who are LPNs. There is an RN available for consultation. During resident awake hours, there will be one staff to three residents. During resident sleeping hours, there will be one awake staff to six residents. All staff including the administrator have received the Ottawa County CMH training.

All corporate and facility policies have been reviewed and approved.

Male and female residents will be accepted. All the residents have physical impairments and are developmentally disabled. All the residents are non-ambulatory. All the residents have been living with their parents, and this will be their first AFC placement.

The facility will have special certification and will contract through Ottawa County CMH.

C. Rule/Statutory Violations

Upon inspection, this facility was found to be in full compliance.

IV. RECOMMENDATION

I recommend issuance of a temporary license to this AFC adult medium group home (capacity 7-12).

Terry Buit
Licensing Consultant

Date

Approved By:

Yolanda Sims
Area Manager

Date