



JENNIFER M. GRANHOLM
GOVERNOR

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



MARIANNE UDOW
DIRECTOR

September 9, 2004

Mr. J. Joseph Pilot
Saginaw Bay Human Services, Inc.
PO Box 741
Standish, MI 48658

RE: Application #: AM290248648
Krystal House
304 Crane Street
Alma, MI 48801

Dear Mr. Pilot:

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 8 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 (517) 241-2488.

Sincerely,

James Zalba, Licensing Consultant
Office of Children and Adult Licensing
(517) 373-8805
FAX: 517-335-6121

enclosure

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

I. IDENTIFYING INFORMATION

License #: AM290248648

Applicant Name: Saginaw Bay Human Services, Inc.

Applicant Address: PO Box 741
125 S. Forest St.
Standish, MI 48658

Applicant Telephone #: (989) 846-9631

Licensee Designee: J. Joseph Pilot, Designee

Name of Facility: Krystal House

Facility Address: 304 Crane Street
Alma, MI 48801

Facility Telephone #: (989) 463-6859

Application Date: 05/22/2002

Capacity: 8

Program Type: Developmentally disabled persons

II. METHODOLOGY

05/02/2002	Inquiry
05/22/2002	Enrollment
05/22/2002	Inspection Report Requested - Health
05/22/2002	Inspection Report Requested - Fire
06/06/2002	Inspection Completed On-site
06/06/2002	Inspection Completed-BFS Sub. Compliance
06/11/2002	Inspection Completed-Env. Health : A
06/28/2002	Corrective Action Plan Received
06/28/2002	Corrective Action Plan Approved
08/19/2002	Contact - Telephone call made Working on CAP for fire safety
09/20/2002	Contact - Telephone call made Still working on plans for OFS review.
02/04/2004	Contact - Document Sent BCCFS Letter
05/20/2004	Contact - Telephone call made This consultant interviewed T. Unger regarding status of change from small to medium facility.
06/02/2004	Inspection Report Requested - Health
06/22/2004	Inspection Completed On-site
06/22/2004	Inspection Completed-BFS Full Compliance
06/22/2004	Inspection Report Requested - Fire
06/28/2004	Inspection Completed-Env. Health : B
06/29/2004	Inspection Completed On-Site
09/07/2004	Inspection Completed-Fire Safety : A
09/07/2004	Inspection Completed – OCAL Full Compliance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

The facility is a single-story dwelling, built on a cement slab and is located in a residential area in the city of Alma. The building consists of:

1. A kitchen,
2. A laundry room,
3. An office,
4. An attached 2-car garage,
5. A dining room (measuring 136 square feet),
6. A family room (measuring 329 square feet).
7. A living room (measuring 206 square feet),
8. Two full bathrooms,
9. Four bedrooms:
 - a. Bedroom #1 measured 169 square feet (2 residents),
 - b. Bedroom #2 measured 159 square feet (2 residents),
 - c. Bedroom #3 measured 166 square feet (2 residents),
 - d. Bedroom #4 measured 166 square feet (2 residents).

The total living space measured 671 square feet, which is more than adequate for the eight (8) occupants. The hot water heater and the furnace are located off the garage area.

A special use permit was issued by the city of Alma on November 4, 2003 to Saginaw Bay Human Services for Krystal House to increase the number of licensed beds from six (6) to eight (8). This facility has been a 6-bed adult foster care facility (former AIS home), which was first licensed in 1991 under a different corporation. The present corporation became the licensee of this facility on 7/01/1999.

The Bureau of Construction Codes and Fire Safety of the Department of Labor and Economic Growth gave the facility an "A" rating on August 30, 2004, which indicates that the facility has met all applicable codes and regulations for fire safety, including smoke detectors and sprinkling system.

The facility utilizes the city of Alma municipal water supply and sewer system. The Mid-Michigan District Health Department gave the facility an "A" rating on 7/15/2004, which determined that the facility was in substantial compliance with all applicable rules.

This consultant inspected the facility on 6/22/2004 and 6/29/2004 and found it to be in substantial compliance with all applicable rules and regulations under the Adult Foster Care Licensing Act.

The facility is owned by H & M Properties, which leases it to the State of Michigan, which receives payment from Gratiot County Community Mental Health Agency.

1. Administrative Structure

Krystal House is operated by Saginaw Bay Human Services, Inc., a corporation that was incorporated in 1980. This licensee has a contract with Gratiot County Community Mental Health.

2. Qualifications and Competencies

The board of Saginaw Bay Human Services, Inc. has appointed J. Joseph Pilot to serve as the licensee designee. Mr. Pilot presently serves as the licensee designee for all twenty (20) adult foster care facilities in the state and is well-qualified for the position. Mr. Pilot has received an acceptable licensing record clearance, current medical certification, and current TB status report.

Deborah Antes is the administrator for the facility. Ms. Antes meets the experience criteria to be an administrator and has an acceptable licensing record clearance, current medical certification, and current TB status report.

B. Program Description

The facility will incorporate an individualized person-centered planning approach to everyday living. It "...will offer everyday choices and experiences, to enhance and support each individual to the best of their ability." The facility "...will utilize community resources, such as theaters, stores, recreational facilities, churches, and parks as much as possible. In addition each consumer shall participate in decision-making and shall be allowed as much freedom of movement as he/she can safely manage."

The provider is well aware of all facility, resident, and employee record-keeping requirements.

C. Rule/Statutory Violations

As of 6/29/2004 the facility was in substantial compliance with all applicable rules and regulations for adult foster care small group homes (12 or less).

