



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF HUMAN SERVICES
OFFICE OF CHILDREN AND ADULT LICENSING

MARIANNE UDOW
DIRECTOR

April 6, 2005

James Bowe
Trinity Continuing Care Services
P.O. Box 9185
Farmington Hills, MI 48333-9185

RE: Application #: AL470260177
The Village at Woodland #1
1st Floor
7533 Grand River
Brighton, MI 48114

Dear Mr. Bowe:

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 20 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) 780-7159.

Sincerely,

Chuck Wisman, Licensing Consultant
Office of Children and Adult Licensing
301 E. Louis Glick Hwy
Jackson, MI 49201
(517) 780-7548

enclosure

cc: Adult Services, Livingston Co. D.H.S.
Penny Jones, Administrator, Village at Woodland

**MICHIGAN DEPARTMENT OF HUMAN SERVICES
OFFICE OF CHILDREN AND ADULT LICENSING
LICENSING STUDY REPORT**

I. IDENTIFYING INFORMATION

License #: AL470260177

Applicant Name: Trinity Continuing Care Services

Applicant Address: # 400
39500 Orchard Hills Place
Novi, MI 48375

Applicant Telephone #: (248) 305-7910

Administrator/Licensee Designee: James Bowe, Designee
Penny Jones, Administrator

Name of Facility: The Village at Woodland #1

Facility Address: 1st Floor
7533 Grand River
Brighton, MI 48114

Facility Telephone #: (810) 844-7477

Application Date: 08/22/2003

Capacity: 20

Program Type: PHYSICALLY HANDICAPPED
AGED

II. METHODOLOGY

Licensing for this facility is based upon Public Act 218 and the administrative rules for large group homes effective May 24, 1994.

All required documentation has been received or reviewed including the license application, incorporation documents, corporate financial information, applicant program statement, admission and discharge policies, floor plan, refund policy, personnel policy, licensee and staff competencies, emergency procedures, licensing record and medical clearances, job descriptions, staffing pattern, fire safety inspection report, environmental inspection report and written notices of corrective action. Significant dates of contact and inspections were as follows,

08/22/2003	Enrollment
09/04/2003	Contact - Telephone call made Contacted identified administrator
09/04/2003	Contact - Telephone call made Contacted Jim Bowe regarding status of facility. Construction has not yet started.
09/19/2003	Contact - Telephone call made Contacted architect, Allen Ediger. He'll submit floor plan to me with list of contacts for Construction & OFS
09/23/2003	Contact - Document Received rec'd. med. cl. for Penny Jones
09/24/2003	Contact - Document Received Received architect plans from architect
06/28/2004	Inspection Completed-Fire Safety : D
10/19/2004	Inspection Completed-Fire Safety : B
11/04/2004	Application Incomplete Letter Sent 11/4/04 Confirming letter sent to Jim Bowe requesting documentation/materials that are necessary to process this application.
11/22/2004	Contact - Document Received Letter from licensee designee stating requested documentation to be received by 12/6/04
12/06/2004	Contact - Document Received Facility policies/documentation received
01/12/2005	Inspection Completed-Env. Health : A

01/25/2005	Contact - Face to Face Meeting with licensee designee, corporation attorney, and central office staff
02/01/2005	Application Incomplete Letter Sent
02/28/2005	Inspection Completed-BFS Sub. Compliance
03/17/2005	Corrective Action Plan Received
04/01/2005	Contact - Telephone call made Administrator stated all persons with impaired mobility have been moved from the 2nd floor. She stated letter to this effect was sent to O.F.S. supervisor
04/01/2005	Corrective Action Plan Approved
04/01/2005	Application Complete/OFS Needed
04/05/2004	O.F.S. Fire Safety Full Approval - A
04/06/2005	Full Approval

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

1. Environmental:

This facility is located on the grounds of the Trinity Health Care Complex. A large medical facility incorporating medical offices, outpatient surgery, and critical care services is located at the front of the property. The licensed facility is located at the rear of the grounds. The licensed facility is located within a two-story building. The building is constructed of brick at the first floor and is vinyl sided in beige for the 2nd story. The building consists of two very large cross-shaped wings. The east cross-shaped wing houses the licensed facility. It's joined to the west wing via a commercial kitchen and corridor. The east and west wings are separated by fire rated doors. The west wing consists of apartments where the semi-independent residents independently contract for their services.

This licensed facility encompasses the 1st floor of the east wing. The 2nd floor encompasses the other licensed facility as part of this licensed "twin-twenty."

The main entrance to this facility opens to a lobby with a key pad locking system used for entry. This entrance opens to a lobby which then opens to a set of bedroom corridors and a two-story atrium that contains a multi-purpose room. Off the atrium is a corridor to another set of resident bedrooms and an entrance to the 1st floor facility dining area. The main dining area measures 40' X 21' (840 sq. ft.). The dining area is directly joined to the facility commercial kitchen. This kitchen serves the entire complex.

The facility contains 20 licensed bedrooms that consist of five different floor configurations and sizes. Every bedroom has its own full bathroom with walk-in/roll-in shower and kitchenette. The floor plans for each type of bedroom is contained in the licensing record. They are described as follows:

3 "G" Design Bedrooms:	10' X 21' = 210 sq. ft.	This combines the living and bedroom space
3 "H" Design Bedrooms:	10'6" X 11' = 115 sq. ft.	Includes a 10' X 15' living/dining area
4 "I" Design Bedrooms:	10' X 11' = 110 sq. ft.	Includes a 17'9" X 10'6" living/dining area
6 "J" Design Bedroom Apartments: (2 bedrooms each)	10'6" X 9'9" = 102 sq. ft. & 9'7" X 10' = 95 sq. ft.	Includes 9'9" X 10'6" separate living area and two full baths
1 "K" Design Bedroom Apartment: (2 bedrooms)	10 X 10'6" = 105 sq. ft. & 9' X 10'7" = 95 sq. ft.	Includes a 19' X 12' separate living/dining area with one full bath

The bedroom sizes are approximations. The "J" and "K" bedroom configurations with two bedrooms are for single persons or married couples. Although the bedroom capacity of the facility exceeds 20 residents, the license is limited to a maximum of 20 residents.

Each apartment or bedroom has its own separate air conditioner. The facility also allows pets such as small dogs and cats.

A beauty salon and physical therapy room are located on the 2nd floor and available to all residents of the complex.

A locked nurse's station is located on the 1st floor which contains the medication charts, resident medications, and resident records.

2. Sanitation:

The facility is served by public water and sewer.

On January 12, 2005, the Livingston County Health Department completed an environmental inspection of the facility. The facility was “determined to be in substantial compliance with applicable rules” pertaining to environmental standards and rules.

As noted above, the very large commercial kitchen located on the 1st floor serves the entire complex.

The 1st floor dining area can also easily accommodate both of the licensed floors at once, including a number of residents from the adjoining unlicensed senior living area who are visiting.

The facility provides laundry service to all residents for laundering of bedding and resident personal clothing, towels, etc. Individual washing machines are also available to residents to launder their personal items if they so wish.

Garbage service is provided weekly by Great Lakes Waste Management.

3. Fire Safety:

The entire facility is protected by a fire suppression sprinkler system which operates from the city main water supply and an interconnected hard-wired smoke alarm system. When the fire alarm system is triggered anywhere in the complex, the alarm sounds throughout the complex. There is no demarcation between the licensed and unlicensed areas regarding the sounding of the alarm.

On April 5, 2005, the Office of Fire Safety provided the facility a full approval fire safety certification.

4. Zoning:

On September 12, 2003, Genoa Township provided Trinity Continuing Care Services zoning authority for establishment of this facility. This was documented in a letter to the licensee from Genoa Township.

B. Program Description

1. Administrative structure & capability:

The name of the corporation/licensee is Trinity Continuing Care Services. The corporation has undergone a number of name changes since its original incorporation

on October 9, 1984. According to the latest Articles of Incorporation, the purposes for which the corporation is organized (in part) are as follows,

1. To provide services for older persons and their families, including without limitation, direct, referral, housing and consultations services.
2. To provide health care services, including without limitation, home care and hospice services.
3. To coordinate non-acute health care services for the benefit of older persons and others.
4. To acquire, establish, construct, develop, operate and maintain long-term care, home for the aged, assisted living and other facilities...

The corporation currently operates the following licensed facilities in Michigan:

- The Village at St. Joseph Mercy in Ypsilanti, Michigan (twin-twenty)
- The Village at the Oaks in Muskegon, Michigan
- The Village at Mercy Center in Fort Gratiot, Michigan

Each adult foster care setting has an appointed administrator. The current administrator for this facility is Penny Jones. Her training person is a registered nurse who is on the staff of the facility.

2. Qualifications and competencies:

According to his resume, Jim Bowe, licensee designee, has a Bachelor degree in Journalism and had an early career in journalism for a variety of publishing entities. From there he began a career in communications for health care and senior housing entities. He then began employment for Trinity Continuing Care Services in 1998.

Penny Jones was previously employed in this facility as an administrator for 2 ½ years when the facility provided care to semi-independent residents who independently contracted for services. She was also previously employed in similar facilities, and spent approximately 21 years working at the Brighton Senior Center as director.

The facility utilizes trained direct care staff, licensed practical nurses, and registered nurses in the provision of supervision, protection and personal care to residents. The registered and licensed practical nurses will primarily provide assessments and medication monitoring/supervision.

3. Program Information:

According to the admission policy for the facility, a

“Resident must be at least 55 years of age or older, and be experiencing physical and/or mental deterioration, associated with the aging process, which require that

the individual be provided with assistance in their personal care and activities of daily living.

Resident must be able to adapt to The Village environment by displaying the ability to interact with staff and other residents appropriately. The resident may display confusion or short-term memory loss, providing that the resident is capable of accepting direction from the staff.”

The Program Statement for the facility is extensive in its description of goals and available services. The preface contained in the Program Statement states the following,

“Activity and service intensity will be determined by the interest, abilities, and functional limitations of the identified resident’s needs. An individualized assistance/service plan will be developed for each resident, using a team approach with resident, family, and staff participation.”

The facility does accept persons with memory loss, but not with significant Alzheimer’s disease. This particular facility does not represent to the public that it provides inpatient or residential care to person with Alzheimer’s disease.

A monthly activity calendar is created and distributed which describes daily scheduled activities throughout the complex. There are a number of activities for residents which are scheduled throughout the day in the facility.” These activities are organized and supervised by a full-time activity director and a part-time activity assistant.

4. Facility and employee records:

All employee and resident records are stored on the first floor of the facility. Employee records are secured, and resident records are available to all direct care staff.

5. Resident rights:

The facility has been supplied with resident rights pamphlets to provide to residents and/or designated representatives. Penny Jones has also signed an agreement to respect and provide a copy of those resident rights to residents/designated representatives as delineated in R400.14304(1)(2). Those resident rights will be reviewed with each individual resident and/or designated representative. A copy of the signed agreement is contained in the licensing record.

6. Conclusion:

Compliance with the physical plant rules has been determined. All items cited for correction have been verified as corrected in writing or by inspection. Compliance with Quality of Care rules will be assessed during the period of temporary licensing via an interim inspection.

