



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



JENNIFER M. GRANHOLM
GOVERNOR

MARIANNE UDOW
DIRECTOR

August 17, 2006

Lisa Fifield
Drake Wood Manor Inc
5867 Farm Hill Drive
Lapeer, MI 48446

RE: Application #: AL630280923
Drake Wood Manor II
4353 W. Walton Blvd.
Waterford, MI 48329

Dear Ms. Fifield:

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 18 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,

Ruth McMahon, Licensing Consultant
Office of Children and Adult Licensing
Suite 358
41000 Woodward
Bloomfield Hills, MI 48304
(248) 975-5084

enclosure

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

I. IDENTIFYING INFORMATION

License #: AL630280923

Applicant Name: Drake Wood Manor Inc

Applicant Address: 5867 Farm Hill Drive
Lapeer, MI 48446

Applicant Telephone #: (810) 658-8082

Administrator/Licensee Designee: Lisa Fifield, Designee

Name of Facility: Drake Wood Manor II

Facility Address: 4353 W. Walton Blvd.
Waterford, MI 48329

Facility Telephone #: (248) 674-2658
12/02/2005

Application Date:

Capacity: 18

Program Type: DEVELOPMENTALLY DISABLED
AGED
ALZHEIMERS
PHYSICALLY HANDICAPPED

II. METHODOLOGY

12/02/2005	Enrollment
12/06/2005	Inspection Report Requested - Health
12/20/2005	Inspection Completed-Env. Health : A
02/17/2006	Comment Rec'd appli certified mail
02/21/2006	Comment The application was a copy sent by the licensee because original was not received from Lansing
02/21/2006	Contact - Telephone call made to administrator to set up appointment message left.
02/27/2006	Contact - Telephone call made to set up appointment.
02/27/2006	Application Incomplete Letter Sent
03/23/2006	Inspection Completed On-site
03/23/2006	Inspection Completed-BFS Sub. Compliance
05/26/2006	Inspection Completed-Fire Safety : C
06/23/2006	Inspection Completed On-site
06/23/2006	Inspection Completed-BFS Full Compliance
06/30/2006	Contact - Document Received Fire Safety Approval
06/30/2006	Inspection Completed-Fire Safety : A

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

Drake Wood Manor II is located at 4353 W. Walton Blvd in the City of Waterford in Oakland County, off Sashabaw Road. Drake Wood Manor II is a one story home constructed of wood, aluminum, and vinyl siding and located on a large corner lot in a multi zoned area. Numerous stores and businesses surround the home. The home is close to residential neighborhoods, and the properties are well maintained. The home

has ample parking in the front. Drake Wood Manor off Sashabaw Road close to Dixie Highway. The property, is currently owned by Andrea Standish and is currently licensed as the Standish Home for the Elderly. The home has been licensed since June 28, 1993 as a large group home. The Standish home was original licensed as a family home, in the late 1970's. Later, it was licensed for seven to twelve and in 1993 licensed for twenty residents. Currently, Drake Wood Manor of Lapeer LLC and Mrs. Standish d/b/a Standish Home for the elderly have a management agreement for Drake Wood Manor of Lapeer to operate the home until a license is issued to them. Mrs. Standish at that time will close her license.

There are four approved means of egress. The home has a large deck off the living room at the front of the home and off the dining room at the rear of the home. Ramps are located off the decks. The home has an additional exit in the front off the common area and in the rear of the home by the laundry room. Drake Wood Manor II can accommodate residents who use wheelchairs.

Mrs. Fifield provided a letter dated March 17, 2006 from the township stating the current building use can continue to operate legally, and the Township would also, allow the existing building to be rebuilt to contain the existing use.

The home does not have a basement. The furnace, and hot water heater, are located on the same level as the residents.

The facility consists of eight bedrooms, 3 full bathrooms, a laundry room a kitchen, living room, dining room, and a family room for resident use.

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

BEDROOM	DIMENSIONS	SQ. FOOTAGE	OCCUPANCY.
# 1 North	22 'x11'	242	3
# 2 Northeast	9'10" x 8'11"	87.6	1
# 3 Middle East	14'2" x 9'8"	136.8	2
# 4 Southeast	9'8" x 15'9" minus 4'6" x 2'6"	140.8	2
#5 South	13'6 x 13'plus 3'6" x 9'9	209.2	3
#6 South Middle	11'6" x 13" plus 2'x2'	153.5	2

#7 Southwest	13'x 11'5" plus 2'1" x 6'3" plus 6'2" x 6'6" plus 4' x 3'4"	215.12	3
# 8 Northwest	1 8 x 13'4"	195.4	2

Total occupants 18

Note: This home was licensed prior to the issuance of the current administrative rules, May 1994 and currently is licensed Rule 400.15409(6) allows the above noted bedrooms to have a capacity of three. Ms. Fifield has met the requirements of Rule 400.15409(6)

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

The home has a living room that measures 13' 5 " x 11'2" equals 149.9 sq. ft, two dining areas one measures 31.9 sq feet and the other 72.6 sq feet, a sitting room that measures 12'7" x 10'9" equals 135. 2 sq feet, a family room that measures 229.9 sq feet. The proposed capacity for the home is eighteen. The home has a total of 619.5 sq. feet of living space.

Note: This home was licensed prior to the issuance of the current administrative rules, May 1994 and currently is licensed. Rule 400.15405(90 does not apply to the living space rule requirement.

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 home has three full bathrooms. The bathroom areas 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.

Drake Wood Manor II utilizes a municipal water and sewage system. On December 20, 2005 an Environmental Health Inspection was conducted at Drake Wood Manor II. The facility has been determined to be in substantial compliance with applicable rules.

2. Fire Safety

On December 6, 2006 a fire safety inspection requested. Mrs. Fifield submitted plans for review on February 2, 2006. Mrs. Fifield received an approval March 9, 2006 on contingency of the on-site inspection. The facility was inspected on May 26, 2006, by Nanci Timmins, of the Bureau of Construction Codes and Fire Safety. Full fire safety approval was granted on June 30, 2006.. The home has fire extinguishers located throughout the home.

The home has four separate and independent means of egress to the outside and include ramps at the primary means of egress. The required exit doors are equipped with positive latching non-locking against egress hardware.

The facility has three gas forced furnaces to heat the facility, one off the kitchen, one off the family room, one located at the rear of the home for the lower level. Mrs. Fifield is aware that water temperatures should be monitored on a regular basis. I 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 had its emergency preparedness plans posted as required. The home has emergency medical services available through the city of Waterford.

Mrs. Fifield 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 to emergency preparedness and fire safety.

B. Program Description

Mrs. Fifield submitted a copy of the program statement for review and inclusion in the licensing record. The document is acceptable as written. The facility will offer a program for private pay adults who are 55 years of older or those who are chronologically aged. The population to be served will include developmentally disabled, aged, and/or physically handicapped.. The home is equipped to serve people who require wheelchair use. According to the program statement, the program to the

residents the staff will assist with all aspects of daily living, housekeeping, laundry, food services, 24 hour supervision, and protection and medication administration. The home will be staffed in three eight hour shifts. The home will not employ live-in staff. The home will be staffed in accordance with the adult foster care licensing rules for large group homes.

The home does not have a contract with community mental health care providers.

On 12/6/2005, the department received a license application and application fee from Mrs. Lisa Fifield, acting on behalf of Drake Wood Manor, Inc., to operate a large AFC facility at the above referenced address. The original application was not received in the field office from Lansing. On February 17, 2006 the applicant submitted a copy of the application. The corporation is a profit corporation. The filing endorsement has a filing date of July 20, 2000. The Articles of Incorporation state that the purpose for which the corporation was formed is to provide adult foster care for the elderly.

As part of the application process the applicant submitted admissions, discharge policies for Drake Wood Manor II, a proposed staffing pattern, a current management agreement, a floor plan with room use and size specifications, and current financial documents. Mrs. Fifield will purchase the property as soon as the license is approved. Current corporate personnel policies, routine procedures, and job descriptions are on file.

The administrative structure for Drake Wood Manor Inc., is as follows:

Board of Directors:
Lisa Fifield, President
Jeffrey Fifield Vice President
Lisa Fifield Secretary
Deborah Vernier Treasurer

The following is the administrative structure, in descending order, in terms of authority and responsibility:

Board of Directors
Administrator
Direct Care Workers

The Board of Directors has identified, Lisa Fifield as the Administrator and the Licensee Designee.

Lisa Fifield is responsible for supervising all resident care and completing all required documentation. She is responsible for hiring, firing and training the employees as required by Rule 400.15204(3).

Mrs. Fifield will determine good moral character of the staff as required by Public Act 218 Section 13 and Section 34a.

The licensing consultant provided technical assistance in administrative rule requirements related to home, resident and employee record keeping including the handling and accounting of resident funds.

Mrs. Fifield has been the administrator at Drake Wood Manor since 1 October 2, 2002 and meets the education and experience to qualify as the administrator. A Lien Clearance was processed for Ms. Fifield on December 6, 2006 and confirmed through the BITS system. A copy was not included in the file as, the file was not received from Lansing

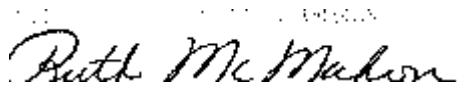
A current Licensing Medical Clearance form for Ms. Fifield is contained in the record. The form indicates that she is in good physical and emotional health, a current negative TB test was completed on December 21, 2005.

The corporation operates one other licensed facility Drake Wood Manor I located in Clarkston Michigan.

All required paperwork has been submitted, reviewed and approved by the licensing consultant. All violations cited at the on-site inspection have been corrected.

IV. RECOMMENDATION

I recommend issuance of a temporary license to this AFC adult large group home (capacity 18).



Ruth McMahon
Licensing Consultant

08/17/2006

Date

August 12, 2006

Approved By:



Barbara Smalley
Area Manager

08/21/2006

Date