



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



JENNIFER M. GRANHOLM  
GOVERNOR

MARIANNE UDOW  
DIRECTOR

April 2, 2007

Charles Cryderman  
Haven Adult Foster Care Limited  
73600 Church Road  
Armada, MI 48005

RE: Application #: AS500287708  
Timberland Lodge  
35855 Irwin Road  
Richmond, MI 48062

Dear Mr. Cryderman:

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 (586) 228-2093.

Sincerely,

Karen LaForest, Licensing Consultant  
Office of Children and Adult Licensing  
39531 Garfield  
Clinton Township, MI 48038  
(586) 228-2682

enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	AS500287708
<b>Applicant Name:</b>	Haven Adult Foster Care Limited
<b>Applicant Address:</b>	73600 Church Road Armada, MI 48005
<b>Applicant Telephone #:</b>	(586) 784-8890
<b>Administrator/Licensee Designee:</b>	Charles Cryderman, Designee
<b>Name of Facility:</b>	Timberland Lodge
<b>Facility Address:</b>	35855 Irwin Road Richmond, MI 48062
<b>Facility Telephone #:</b>	(586) 784-8890 12/22/2006
<b>Application Date:</b>	
<b>Capacity:</b>	6
<b>Program Type:</b>	MENTALLY ILL DEVELOPMENTALLY DISABLED AGED ALZHEIMERS PHYSICALLY HANDICAPPED

## **II. METHODOLOGY**

12/22/2006	Enrollment
12/28/2006	Inspection Report Requested - Health inv. 1011706
12/28/2006	File Transferred To Field Office CT
12/29/2006	Contact - Document Received Licensing file received from Central Office on 12/29/2006.
01/08/2007	Application Incomplete Letter Sent
02/08/2007	Contact - Document Received Received licensing documents
02/27/2007	Application Incomplete Letter Sent
03/09/2007	Contact - Document Received Received the remaining licensing documents from applicant-ready for a preliminary inspection. Scheduled 3/22/07
03/15/2007	Application Complete/On-site Needed Scheduled for 3/22/07.
03/22/2007	Inspection Completed On-site Preliminary Inspection done.
03/29/2007	Inspection Completed On-site Final Inspection completed.

## **III. DESCRIPTION OF FINDINGS & CONCLUSIONS**

### **A. Physical Description of Facility**

The Timberland Lodge is a ranch style 1800 square foot, brick and aluminum side home located in a rural area of Richmond, Michigan. The home contains a kitchen, dining area, library/den room, great room, three bedrooms, two and half bathrooms, an utility/laundry room, and a full basement. It also has an attached garage and storage shed in the back yard. It is situated on approximately 100 acres of property. The home has private water and sewage and the environmental health inspection was done on January 10, 2007 that issued full compliance.

Ballard and Sons Electric LTD completed an electrical inspection on February 5, 2007 that stated the electrical system was inspected and in working order, installed per applicable codes. A heating and cooling inspections was completed on December 21, 2006 by Environmental Air Systems Air Conditioning and Heating, Inc. and noted that the furnace was running normally and that the hot water tank was operating normally and cycling gas pressure good. Also tested and checked the pressure relief valve.

This consultant conducted two inspections at the facility, a preliminary inspection on March 22, 2007 and a final inspection on March 29, 2007. The facility was noted to be in full compliance with regards to licensing rules and regulations for small group homes.

Mr. Cryderman is the licensee designee, and was present for the final licensing inspection. The bedrooms will be used as follows:

<b>Bedroom</b>	<b>Dimension</b>	<b>Square Ft.</b>	<b># Residents</b>
Southeast	12'9" x 10'6"	133.88 sq. ft.	2
Southwest	12'7" x 10'5"	131.08 sq. ft.	2
Northwest	18'6" x 13'3"	245.13 sq. ft.	2

The facility meets compliance with Rule 400.14409 (3) and can accommodate six (6) residents.

Measurements were taken of indoor living space and are as follows: the dining room measured 11'5" x 11'4" or 129.39 square feet; the great room measured 12'5" x 19'4" or 240.08 square feet; and the library/den measured 12'7" x 15'8" or 197 square feet. Total square footage is 566.39 square feet, in compliance with Rule 400.14405 (1) or a minimum of 210 square feet for six residents.

The home was nicely furnished and well maintained. There is sufficient furniture including couches in the great room, a television, kitchen table and chairs, appliances, and beds, dressers, chairs, and mirrors in the bedrooms. The kitchen was equipped with cookware, dishes, eating utensils, glassware, coffee maker, pots and pans and serving utensils. Thermometers were located in the refrigerator and freezer. Hand towels and soap were located in the bathrooms and in the kitchen for sanitation purposes. The kitchen had a waste receptacle with a lid. Poisons and caustics will be kept locked up away from food preparation areas. Bathrooms contained handrails and nonskid strips/appliqués on shower/tub surfaces. There were adequate linens, blankets, bath towels, hand towels and washcloths for residents. Medications will be locked and separated by internals and externals for residents.

The consultant conducted a fire safety inspection at the preliminary inspection. The smoke detection system, which is interconnected to the electrical system, was fully audible when activated throughout the home. Detectors were located by the bedrooms, in the kitchen, in the laundry room and in the basement where there is flame and heat producing equipment. All door locking hardware was changed to single motion, non-locking against egress on the exits, bathrooms and bedrooms (pop locks). Bedroom windows opened easily. Fire extinguishers were mounted on the walls of the main level and in the basement. The home has emergency procedures for severe weather, medical and fire in writing, and had emergency telephone numbers posted by all telephones. The schematic evacuation fire plan was posted by the exit, with exits designated in red arrows for escape. The furnace is located in the basement and there is a solid steel door installed with a self-closing mechanism to create a fire barrier from the basement and the first level. The interior finish in the home is drywall but there is wood finish which is  $\frac{3}{4}$ " thick in the den, meeting Class C standards for smoke and fire spread. It is the applicant's intent to conduct fire drills on alternating shifts so that there are four on days, four on afternoons, and four on sleep each year.

## **B. Program Description**

Haven Adult Foster Care Limited submitted a licensing application on February 7, 2007 for original license issuance. The application states the corporation will accept both males and females, 18 years or older, that are either mentally ill, developmentally disabled, aged, Alzheimer's, wheelchair accessible, and/or physically handicapped. The proposed capacity is six residents. This is a new application.

The following corporate documents have been submitted to licensing: Organizational chart, board of directors, designated person in the absence of the administrator, authorization of who can act on behalf of the corporation, certificate of good standing, articles of incorporation and corporate by-laws. The corporation also submitted their personnel policies and job descriptions.

Mr. Charles P. Cryderman is the licensee designee authorized to conduct business and make decisions on behalf of the corporation. He is also the designated administrator. Mr. Cryderman submitted his high school diploma and evidence he has worked over one year in the field of residents he plans on servicing. Mr. Cryderman submitted evidence he is in good mental and physical health via a medical clearance dated January 29, 2007. Mr. Cryderman also submitted a negative tuberculin test dated April 26, 2004. A criminal history check was completed on December 28, 2006, which confirmed Mr. Cryderman is of good moral character. Mr. Cryderman also submitted to this consultant training documents qualifying him to serve as an administrator in accordance with Rule 400.14201.

During the onsite inspection, the following facility records were available: Admission and Discharge policies; Program Statement, Standard and Routine Procedures;

Emergency Preparedness plans for Severe Weather, Fire, and Medical Emergencies; Emergency Repair Telephone Numbers; Staff Training Plan and Staffing Ratio; Sample Staff Schedule; Job Descriptions; Personnel Policies; House Rules; Financial Records; Menus; Floor Plan with Measurements; Fire Evacuation Plan; and Residential Lease.

Mr. Cryderman has two employees. Upon review of the employee files, they were complete. The files included the following: a signed employment application; two reference checks; driver's license (which verifies age), work and educational experience; signed job descriptions and receipt of job descriptions; fingerprint checks, and training in CPR, First Aid, Nutrition, Medication Administration, Resident Rights, Reporting Requirements, Personal Care, Protection and Supervision; Fire Safety; and Prevention and Containment of Communicable Diseases.

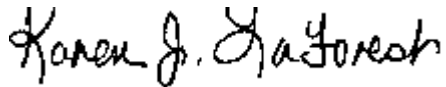
The consultant reviewed resident records with the facility staff that included that following: Resident Care Agreements, Resident Assessment Plans, Resident Identification and Information Records, Resident Annual Health Care Appraisal, Resident Weight Record, Resident Medication Records, Resident Medical Appointment Records, Resident Funds and Valuables Part I and II, Resident Register, Resident Incident and Accident Reports; Resident Grievance Procedures and Fire Drills. Prior to the expiration of the temporary license, the consultant will review resident records to ensure compliance with Rule 400.14316 pertaining to resident records.

### **C. Rule/Statutory Violations**

There were no rule violations at the final inspection.

#### IV. RECOMMENDATION

It is recommended that a temporary license be issued to the facility known as Timberland Lodge, license #AS00287708, located at 25855 Irwin Road, in Richmond, Michigan, 48062.



4/2/2007

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Karen LaForest  
Licensing Consultant

Date

Approved By:



04/02/2007

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Barbara Smalley  
Area Manager

Date