



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



JENNIFER M. GRANHOLM  
GOVERNOR

ISMAEL AHMED  
DIRECTOR

October 12, 2007

Trina Watson  
Waterford Oaks Senior Care  
4175 Crocus Rd.  
Waterford, MI 48328

RE: Application #: AL630284310  
Waterford Oaks Senior Care, Inc.  
3385 Pontiac Lake Rd.  
Waterford, MI 48328

Dear Ms. Watson:

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 (248) 975-5053.

Sincerely,

Ruth McMahon, Licensing Consultant  
Bureau of Children and Adult Licensing  
Suite 200  
41000 Woodward  
Bloomfield Hills, MI 48304  
(248) 975-5084

enclosure

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

**I. IDENTIFYING INFORMATION**

**License #:** AL630284310

**Applicant Name:** Waterford Oaks Senior Care

**Applicant Address:** 3385 Pontiac Lake Rd.  
Waterford, MI 48328

**Applicant Telephone #:** (248) 370-6602

**Administrator/Licensee Designee:** Trina Watson, Designee

**Name of Facility:** Waterford Oaks Senior Care, Inc.

**Facility Address:** 3385 Pontiac Lake Rd.  
Waterford, MI 48328

**Facility Telephone #:** (248) 681-4788  
04/24/2006

**Application Date:**

**Capacity:** 20

**Program Type:** AGED

**METHODOLOGY :**

04/24/2006	Enrollment
04/27/2006	Application Incomplete Letter Sent re: corporation filing
06/20/2006	Application Complete/On-site Needed
06/23/2006	Comment File rec'd

06/26/2006	Application Incomplete Letter Sent
06/26/2006	Contact - Telephone call made to Mrs. Watson this will be new construction. She will call when plans are approved.
05/02/2007	Inspection Report Requested-Health-Special Inspection this home is newly constructed and ready for inspection
09/04/2007	Inspection Completed-Env. Health : A
09/05/2007	Inspection Completed-Fire Safety : C
09/05/2007	Inspection Completed-BFS Sub. Compliance
09/27/2007	Inspection Completed-Fire Safety : A
09/28/2007	Corrective Action Plan Received
09/28/2007	Inspection Completed-BFS Full Compliance
10/01/2007	Comment OCHD called reference report. Payment was not requested, OCHD informed must submit amount to con. to be paid. licensee gave consultant copy of report.

## **II DESCRIPTION OF FINDINGS & CONCLUSIONS**

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

The Waterford Oaks Senior Center is located at 3385 Pontiac Lake Rd, Waterford , MI 48328. The home is located between Scott Lake Road and Cass Lake, close to M-59, in Oakland County. Trina Watson holds the lease on the property, which was originally executed on April 1 , 2007 with the owner of record, Ironwood Estates Development Company of Gladwin, MI. The lease began July 30, 2007.and is for two years. At that time Ms. Watson can extend the lease or purchase the facility. A copy of the lease was submitted by the licensee designee and is contained in the home file.

Waterford Oaks Senior Care is a large newly constructed spacious facility on one level. The outside of the home is constructed of brick and vinyl. The home is on a main street. An apartment complex is located behind the facility. The home is located on the same street as numerous businesses.

Waterford Oaks is close to shopping centers, parks, a senior center, hospitals and other recreational services.

Parking is available in front of the building and on the side. The home is wheelchair accessible. The interior of the home is spacious, comfortable, clean, and well maintained. The home does not have a basement. The furnace and hot water heater are located on the mezzanine. The door to the mezzanine is locked. A laundry room is located on the East side of the building. In the rear of the home is a patio, where residents can sit outside.

The facility has four common areas, a sitting room located at the front entrance, a gathering room, a sunroom, and a dining room. The facility has eighteen bedrooms. Sixteen of the bedrooms are private, two of the bedrooms are double. Seventeen of the bedrooms are equipped with a half bath. The facility has an additional half bath, located off the main sitting area and another full bath by the storage area. The facility has three shower areas.

The home has a salon, located next to the showers, which will be used for grooming when the residents come out of the showers. The facility may have an independent hairdresser to come in and provide a service to the residents.

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

The capacity for all three bedrooms on the North West side is 1 resident in each room.

The North West Bedrooms were measured:

Bedroom 1 measured 13'8" x 9'10" = 134 sq ft.  
Bedroom 2 measured 13'6" x 9'11" = 131.6 sq ft  
Bedroom 3 measured 13'9" x 9'10" = 135.1 sq ft

The capacity for all three bedrooms on the South West side is 1 resident in each room

The South West Bedrooms were measure:

Bedroom 4 measured 12' x 12'7" = 150.9sq ft  
Bedroom 5 measured 12' x 12'7" = 150.9sq ft  
Bedroom 6 measured 12' x 12'7" = 150.9sq ft  
Bedroom 7 measured 12' x 12'7" = 150.9sq ft  
Bedroom 8 measured 10' x 17' = 170 sq ft

The capacity for the six bedrooms on the East side is 1 resident each room.

The East Bedrooms were measured:

Bedroom 9	measured 12'7" x 12	= 150.9sq ft
Bedroom 10	measured 12'7" x 12	= 150.9sq ft
Bedroom 11	measured 12'7" x 12	= 150.9sq ft
Bedroom 12	measured 12'7" x 12	= 150.9sq ft
Bedroom 13	measured 12'7" x 12	= 150.9sq ft
Bedroom 14	measured 12'7" x 12	= 150.9sq ft

The bedrooms on the North East side were measured:

Bedroom 15	measured 14'3" x 11'3"	= 159.1sq ft	capacity 1
Bedroom 16	measured 14'3" x 11'3"	= 159.1sq ft	capacity 1
Bedroom 17	measured 14'3" x 11'8"	= 166.1sq ft	capacity 2
Bedroom 1	measured 20'1" x 11'4"	= 227.5sq ft	capacity 2

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

The home has a sitting room that measures 19'8" X 26', equals 511.6 sq feet, a dining area that measures 29' x 23' equals 667 sq feet, a gathering room that measures 29' X 23' equals 667 square feet, a sunroom that measures 144 feet.. The proposed capacity for the home is twenty. The home has a total of 1989.6 sq. feet of living space. Based upon the above measurements, there will be more than the required 35 square feet per resident minimal living space available for the residents of the home.

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 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. The facility was equipped with all required furnishings, linens, cooking and eating utensils.

The Waterford Oaks Senior Center has public water and sewage services. As part of the licensing process, the Oakland County Health Department conducted an environmental inspection on May 31, 2007. On September 4, 2007, the Oakland County Health Department conducted a final inspection determined the facility to be in substantial compliance with applicable rules.

Poisons and caustics will be stored in a secured area not used for food storage or preparation. The home has adequate food storage capacity. The refrigerator was equipped with thermometers to monitor the temperature of food storage. The washer and dryer were properly installed and the dryer vent was made of acceptable non-combustible material.

## **2. Fire Safety**

The facility submitted Plan Reviews to the Michigan Department of Labor and Economic Growth Bureau of Construction codes and Fire Safety. Full approval was given by Bureau of Fire Services on September 27, 2007.

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 Township of Waterford. Ms. Watson understands the Bureau requirements relating to the maintenance of fire drill records. Ms. Watson 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.

Ms. Watson submitted a copy of her Special Approval Permit dated September 12, 2006 and a copy of the Certificate of Occupancy dated September 27, 2007 from the Charter Township of Waterford. She submitted a program statement to the Bureau for review and inclusion in the licensing record. The document is acceptable as written. The facility will offer a program for elderly residents, male and female. The home is equipped to serve people who require wheelchair use.

According to the program statement, the program and support services provided to the residents of Waterford Oaks Senior Center will provide housing, personal care, proper nutrition twenty-four hours a day, in a comfortable, safe, home like atmosphere. The facility will assist in providing for their physical, emotional, social and intellectual needs

While meeting those objectives the home will provide 24-hour room, board, supervision, personal care, protection, training, guidance, recreation, and social skill development.

## **2) Required Information**

On April 24, 2006, the Bureau received a license application and application fee from Ms. Trina Watson, acting on behalf of Waterford Oaks Senior Care Inc., to operate a large group Adult Foster Care facility at the above referenced address in Waterford, Michigan. The applicant corporation is a non-governmental, domestic profit corporation with tax-exempt status. The filing endorsement is March 20, 2006. The applicant corporation is seeking to operate a program for elderly men and women.

As part of the application process the Ms. Watson submitted an admission, and discharge policy, and a refund policy. The documents are acceptable as written. Ms. Watson submitted a proposed staffing pattern, a current lease, a floor plan with room use and size specifications and house rules. Theses will be maintained in the licensing file. As part of the licensing process, Ms. Watson presented the corporate personnel policies, routine procedures, and job descriptions for review. The documents are kept in the home and are available for review.

The administrative structure for Waterford Oaks Senior Care Inc. is as follows:

Board of Directors:

Trina Watson is the President, Vice President and Secretary. Brian Watson is the Treasurer.

Trina Watson will be the licensee designee and administrator.

Ms. Watson has submitted a resume, and her training. I reviewed the information and she meets the qualifications for the administrator

A Records Clearance Request has been processed for Ms.Trina Watson. Based upon her background, experience, and the Record Clearance Report, I find that she is of good moral character, sound judgment, and is suitable to provide care to dependent adults. A current Licensing Medical Clearance form for Ms. Watson is contained in the record. The form indicates that she is in good physical and emotional health, and there is no reason why she should not be involved in the operation of this facility, and the provision of adult foster care. A current negative TB test is also on file.

### **3) Facility and Employee Records**

I have reviewed Enhance Inc.'s personnel policies contained in the administrative file at Waterford Oaks Senior Center. I have determined that they do not conflict with statutory or administrative rule requirements. The job descriptions for Waterford Oaks Senior Center were also reviewed as part of the licensing process. Current employee files were not reviewed at final inspection

The resident care agreement proposed for use in this facility is the current Bureau resident care agreement. Ms. Watson understands the Bureau requirements pertaining to maintaining a resident register,

Ms. Watson has indicated that the home will meet the requirement with respect to nutrition and menus as stated in the rule. She understands that all working menus are to be dated, prepared in advance, and that any changes or substitutions must be reflected on the working menus. Menu records are to be maintained in the facility for a period of one year Ms. Watson is well aware of the requirements for staff qualifications

and training and intends to comply with the rules. Ms. Watson understands that all employees must submit to a pre-employment physical, which includes a TB tine test.

The results of the test are obtained before employment begins. The corporation also verifies age and checks references before a person is offered employment. Ms. Watson will comply with the Bureau requirements for fingerprinting her employees. Ms. Watson will provide training of her own relating to reporting requirements, emergency procedures, prohibited practices, resident rights, and personal care, protection, and supervision required in adult foster care. Each employee must complete certified training in First Aid and CPR.

#### **4) Resident Care, Services, and Records**

Ms. Watson understands requirements pertaining to resident records to resident rights and prohibited practices..

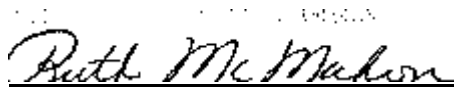
Ms. Watson understands requirements pertaining to incident and accident reports, for safeguarding and distributing of prescription medication. as outlined in rule R400.14312. Ms. Watson understands the requirements relating to resident recreation and intends to comply through an activity schedule for the home, which will expose the residents to a variety of community based recreation and leisure time activities.

Ms. Watson is aware of the requirements regarding emergency transportation.

This facility and the required document is in compliance with the administrative rules.

### **III. RECOMMENDATION**

I recommend issuance of a temporary license to this AFC adult large group home (capacity 20).



Ruth McMahon  
Licensing Consultant

10/11/2007  
Date

Approved By:



Barbara Smalley  
Area Manager

10/12//2007  
Date