



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



JENNIFER M. GRANHOLM
GOVERNOR

ISMAEL AHMED
DIRECTOR

April 16, 2008

John Williams
Progressive Lifestyles Inc
PO Box 870
Royal Oak, MI 48068

RE: Application #: AS630293004
Woodbrooke Group Home
30961 Sturbridge
Farmington Hills, MI 48331

Dear Mr. Williams:

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 (248) 975-5053.

Sincerely,

Genevieve Lopez, Licensing Consultant
Bureau of Children and Adult Licensing
Suite 1000
28 N. Saginaw
Pontiac, MI 48342
(248) 975-5069

enclosure

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

I. IDENTIFYING INFORMATION

License #: AS630293004

Applicant Name: Progressive Lifestyles Inc

Applicant Address: Suite 12A
6600 Highland rd.
Waterford, MI 48327

Applicant Telephone #: (248) 336-9119

Administrator/Licensee Designee: John Williams, Designee

Name of Facility: Woodbrooke Group Home

Facility Address: 30961 Sturbridge
Farmington Hills, MI 48331

Facility Telephone #: (248) 661-2216
10/02/2007

Application Date:

Capacity: 6

Program Type: DEVELOPMENTALLY DISABLED

II. METHODOLOGY

10/02/2007	Enrollment
11/05/2007	Application Incomplete Letter Sent page 2 of application incomplete
11/09/2007	Contact - Document Received page 2 of application
11/19/2007	Application Complete/On-site Needed
01/11/2008	Inspection Completed On-site
03/05/2008	Inspection Completed On-site
03/05/2008	Inspection Completed-BFS Full Compliance
04/09/2008	Document Received Updated Medicals received – Licensee Designee
04/15/2008	Document Received Special Certification Application

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

The following findings are based upon P.A. 218 of the Michigan Public Acts of 1979, as amended, and the administrative rules governing operation of AFC small group homes.

The original licensing process consisted of two onsite inspections and a review of required supplementary materials.

A. Physical Description of Facility

1. Physical Plant

The facility is a one and half story structure located in residential area of Farmington Hills composed of similar single-family dwellings. Recreational, medical and educational resources are located in the neighboring communities of Birmingham and West Bloomfield.

The ground level of the facility contains the family room, living/dining room, kitchen/eating area, laundry room, half bath and office (Florida Room). Four bedrooms and two full baths are located on the upper level accessible by a two-step stairway. There is a basement that contains the heating plant and water heater. There is an attached double care garage. The facility was previously licensed to Goals of Development Inc.

The owner of the property is Community Housing.

The following were the living space measurements:

<u>ROOM/LOCATION</u>	<u>DIMENSIONS</u>	<u>AREA/SQ. FT.</u>
Living Room	22'2" x 19'6" -10.7 x 5.7	432.3 - 59 373.3
Family Room	13'5" x 18'6" -9.3 x 2	248.3 - 18.5 229.8

The home must minimally afford 35 square feet of indoor living area per occupant. There will be no live in staff and 6 residents. The above-referenced measurements indicate that there is 603.1 square feet of living space totaling 100.5 square feet per occupant.

The following are the bedrooms measurements:

<u>ROOM/LOC.</u>	<u>DIMENSIONS</u>	<u>AREA/SQ. FT.</u>	<u>CAPACITY</u>
B #1(W)	11'6" x 14'7"	162	2
B #2 (SW)	12'10" x 10'11"	138.9	2
B #3 (SE)	11'10" x 11'10"	139	2
B #4 (NE)	11'9" x 12'8"	150	2

NOT TO EXCEED: 6

2. Environmental Sanitation

The facility has public sewage and water systems. Housekeeping standards more than met the licensing requirements. Garbage cans with tight fitting lids were observed in the attached garage. The kitchen was properly equipped to prepare meals in terms of large appliances, cookware and dishware.

3. Fire and General Safety

The facility has an automatic, interconnected fire alarm system that was installed by the previous licensee. It was inspected on 4/5/07 and found to be operable. The furnace was inspected on 1/4/08. Fire extinguishers were properly mounted on each level and currently tagged. Emergency procedures were available for review and evacuation routes posted.

The hardware of doors of egress and doors of occupancy met licensing requirements. The floor separation was established by separating the basement from the first floor with a 1 ¾ ' solid core wood door and an automatic self closer.

B. Program Description

1. Program Statement

The applicant submitted an appropriate program statement. The statement indicated that services to a developmentally disabled population referred by MORC Inc are to be provided. Specific programming elements will be determined by each individual's person centered plan. One of the major elements will be teaching appropriate daily living skills such as grooming, proper toileting and communication. Attendance in day programs such as sheltered workshops and school programs will be facilitated. Recreational and socialization outlets in the community will be developed.

The applicant implements the principles of gentle teaching in all facilities.

2. Admission/Discharge Policy

An admission/discharge policy was submitted for review. The admission policy revealed that females between the ages of 18-70 who function in the moderate to severe range of mental retardation with possible behavior challenges would be considered for placement. Since bedrooms are located on the second floor, the home cannot accommodate anyone wheelchair bound.

The facility was a takeover from another corporation. Therefore, there are six female residents currently in placement who are developmentally disabled. They attend school and sheltered workshops.

3. Corporate Structure

Progressive Lifestyles Inc, a nonprofit domestic corporation, operates the proposed facility. The Articles of Incorporation were filed with the State of Michigan on March 29, 1983. The incorporators were as follows:

John Williams
Pam Ison
Connie King

The organizational chart indicated the following corporate structure:

Board of Directors
Licensee Designee/Administrators
Program Manager

Home Manager
Direct Care Staff

Financial information was submitted to demonstrate financial stability and capability. The corporation operates thirteen adult foster care facilities and several other unlicensed programs.

4. Qualifications and Competencies of Administrator

The licensee designees are John Williams, Deana Cox and Justine Bishop. Mr. Williams is also the administrator. Ms. Cox and Ms. Bishop also function as program directors. They are individuals who have extensive experience in the field of adult foster care, having worked for the corporation for many years in several capacities. They also are designated responsible persons for John Williams.

John Williams, the founder of the corporation, has a lengthy history in the field of adult foster care and the delivery of services to the developmentally disabled. He began in the field working for another corporation in the 70s and 80s and then formed his own corporation, Progressive Lifestyles Inc, in 1983. He has demonstrated competency in the areas required by R 400.14201. He has a BA in psychology from Oakland University and has continued to obtain ongoing training in the provision of care to disabled adults. He is a strong advocate of gentle teaching and follows that philosophy in his facilities.

A licensing record clearance and licensing medical clearance were obtained on Mr. Williams as well as Ms. Cox and Ms. Bishop in accordance with statutory and administrative rule requirements. Compliance with the statutory and administrative rules regarding good moral character, health and competency was demonstrated for the three individuals.

5. Staffing

Staffing in the facility will be the shift rotation model with seven permanent, fully trained staff already on duty. A staffing ratio of 2:6 will be maintained on all three shifts. The applicant is aware that staffing is determined by resident needs.

The applicant was provided technical assistance on the statutory requirements (Section 734b of PA 218) pertaining to the hiring or contracting of persons who provide direct care to residents.

Technical assistance was provided to the applicant on Act and administrative rule requirements related to assessing the good moral character of all staff of this facility.

6. Record Keeping

The area of record keeping will be evaluated at the renewal investigation within six months. However, staff records were reviewed at the final inspection and found to be in substantial compliance. Facility and resident records will be reviewed at the renewal investigation. Record keeping requirements were reviewed at the final inspection and some forms provided.

7. Resident Care, Services and Rights.

The area of resident care and services will be evaluated at the renewal investigation within six months. The applicant is well aware that residents and/or their designated representatives have a right to file a grievance or complaint and to receive assistance from the applicant's staff to do so.

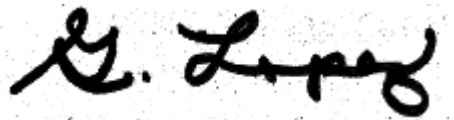
There are no house rules that conflict with the licensing requirements. The applicant is aware that licensing must approve all house rules prior to implementation.

C. Rule/Statutory Violations

There were no rule or statutory violations. The applicant demonstrated compliance in the areas of the physical plant and quality of care.

IV. RECOMMENDATION

It is recommended that a temporary license be issued to Progressive Lifestyles Inc e to provide a developmentally disabled program to six (6) female residents. A temporary license is valid for six (6) months.

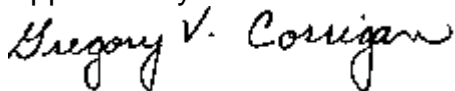


04/16/2008

Genevieve Lopez
Licensing Consultant

Date

Approved By:



04/16/2008

Gregory V. Corrigan
Area Manager

Date