



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



JENNIFER M. GRANHOLM  
GOVERNOR

ISMAEL AHMED  
DIRECTOR

September 12, 2008

Linda Mateja  
Bethany, Inc.  
11050 Strait Rd.  
Jonesville, MI 49250

RE: Application #: AS380297180  
Bethany 1  
1000 E. Porter St.  
Jackson, MI 49202

Dear Ms Mateja:

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 (269) 337-5066.

Sincerely,

Dennis R Kaufman, Licensing Consultant  
Bureau of Children and Adult Licensing  
Suite 3013  
1040 S. Winter  
Adrian, MI 49221  
(517) 264-6326

enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	AS380297180
<b>Applicant Name:</b>	Bethany, Inc.
<b>Applicant Address:</b>	11050 Strait Rd. Jonesville, MI 49250
<b>Applicant Telephone #:</b>	(517) 563-2000
<b>Administrator/Licensee Designee:</b>	Linda Mateja, Designee
<b>Name of Facility:</b>	Bethany 1
<b>Facility Address:</b>	1000 E. Porter St. Jackson, MI 49202
<b>Facility Telephone #:</b>	(517) 563-2000 07/16/2008
<b>Application Date:</b>	
<b>Capacity:</b>	6
<b>Program Type:</b>	AGED

## II. METHODOLOGY

07/16/2008	Enrollment
08/06/2008	Contact - Document Received I received file at my office.
08/12/2008	Application Incomplete Letter Sent
08/14/2008	Inspection Completed On-site
08/14/2008	Inspection Completed-BFS Sub. Compliance
08/26/2008	Inspection Completed On-site
09/09/2008	Inspection Completed- FBS Full Compliance

This investigation included a review of the application forms and supporting documents including the admission, discharge, and refund policies, corporate documents, program statement, personnel policies and procedures, job descriptions, organizational chart, routine and emergency numbers, written emergency plan and emergency repair numbers, property ownership and lease, processed licensing record and medical clearance, applicant financial reports, and on-site licensing inspections.

## III. DESCRIPTION OF FINDINGS & CONCLUSIONS

### A. Physical Description of Facility

#### 1. Environmental:

This facility is located on the north side of the City of Jackson. The facility is located on a large campus of the St. Joseph Home for Children. The campus and buildings are owned by the Felician Sisters and there is a lease between the owner and Bethany, Inc. The building is accessed through a large parking lot on campus and has a paved access drive to the facility doors. The facility is a wing of a larger building and is separated from the rest of the building with an approved fire separation barrier. The exterior of the facility is sandstone and the building is one level. The facility has 3 exits and is approved for the use of wheelchairs.

Access to the facility will be on the north side and can be made through two separate entrances. Upon entering the primary entrance there is a staff office. Each entrance leads to a hallway with 3 individual bedrooms on each hallway.

The bedroom dimensions are as follows:

Three bedrooms on the east hallway and 2 bedrooms on the west hallway (5 bedrooms total) measure 12' x 9' 6" for a total of 114 sq. ft. each.

One bedroom located on the West side of the facility measures 14' 6" x 9.' 6" for a total of 137 sq. ft. There is also a storage room at the end of the West hallway.

On the West hallway is a full resident bathroom. On the East hallway will be a handicapped accessible shower room. Also on this hallway is a large bathroom with sinks and toilet along with the location of a washer and dryer. Between the hallways on the north end of the facility is a small living apartment area which will not be utilized at this time. Further down the hallways is the kitchen, which can be accessed through both hallways which then allows access to a very large dining and living room with an exit door. The dining/living room measures 50' x 20' and is substantially larger than minimum requirements for resident activity space.

The facility has a large basement which is accessed through another section of the building, and this is where the forced air furnaces and the hot water heaters are located for the building.

The facility is not air conditioned, but air is continually circulated through the facility through the forced air heating system. Each bedroom has windows that are easily opened.

## 2. Sanitation:

The facility is serviced by a public sewer and water system.

Garbage service is provided by a private vendor and is picked up once a week.

## 3. Fire Safety:

The facility is heated by a forced air gas furnace located in the basement and is kept in good repair. All electrical services are located in this basement and appear to be in good condition. The hot water heater is located in this area also.

The facility has a hard-wired smoke alarm system and approved fire extinguishers.

Consultation with the Office of Fire Safety was conducted for the installation of the required fire barrier on the south end of the facility where it is connected to the "hub" of the rest of the building. There is a locked fire rated door on this wall that will allow staff access to the rest of the building.

## **B. Program Description**

### 1. Administrative Structure & Capability:

The applicant is a Domestic Nonprofit Corporation, having been formally incorporated on 3/28/2008 and is located at 11050 Stratt Road, Jonesville. All required corporate documentation has been provided and reviewed. Ms. Pam Dill is the Corporation's

President and has assigned Ms. Linda Mateja, RN as the licensee designee and administrator for the facility.

## 2. Qualifications and Competencies:

Ms. Mateja is a licensed Registered Nurse in the State of Michigan. Ms. Mateja received her Licensed Practical Nurse (LPN) degree in 1967, her Associate Degree of Nursing in 1978, and her Bachelor Science of Nursing in 1996. Ms. Mateja has worked in numerous medical settings since 1968 and exceeds the credential criteria for licensee designee and administrator.

## 3. Program Information:

The facility will provide personal care, supervision, and protection, in addition to room and board for individuals aged 60 and over. The facility is wheelchair accessible and is well arranged to serve persons with physical handicaps.

Resident medications will be stored in a locked cabinet in the staff office and will be administered only by trained employees.

Emergency medical services will be provided by the local hospital in Jackson and emergency transportation services by the local emergency response service.

## 4. Facility and Employee Records:

The applicant has supplied copies of personnel policies, job descriptions, and standard procedures. An initial staff schedule was supplied and showed staff would work 6 hour shifts and a fully trained employee will always be on the premises when residents are in care.

Emergency plans for medical emergencies, fire, facility repairs, and severe weather have been submitted, reviewed, and found acceptable.

The “good moral character” of each employee is assessed pursuant to the individual employee’s response to certain questions pertaining to a conviction or arrest history as contained on the signed employee application. Also, the applicant will conduct required employee clearances as required by Public Act 29.

The applicant is aware of the administrative rules regarding the licensee’s handling of resident funds and will comply with those requirements.

The licensing rulebook for Small Group Homes, Public Act 218, and Public Act 29 were reviewed with the licensee designee/administrator and the Corporation’s President.

5. Resident Rights:

The facility has a resident rights policy and will supply this information to individuals being referred for admission.

6. Conclusion:

Compliance with the physical plant rules has been determined. Compliance with Quality of Care rules will be assessed during the period of temporary licensing via an interim inspection.

**IV. RECOMMENDATION**

I recommend issuance of a temporary license to this AFC adult small group home with a capacity of 6 residents.



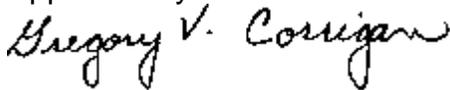
September 11, 2008

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Dennis R Kaufman  
Licensing Consultant

Date

Approved By:



September 12, 2008

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Gregory V. Corrigan  
Area Manager

Date