



JENNIFER M. GRANHOLM  
GOVERNOR

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



ISMAEL AHMED  
DIRECTOR

March 29, 2010

George Griebel  
5284 Belding Rd.  
Belding, MI 48809

RE: Application #: AS340305827  
K & G Corner AFC  
606 King St.  
Ionia, MI 48846

Dear Mr. Griebel:

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 5 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 (517) 241-2585.

Sincerely,

Dawn N. Timm, Licensing Consultant  
Bureau of Children and Adult Licensing  
7109 W. Saginaw  
P.O. Box 30650  
Lansing, MI 48909  
(517) 335-6232

enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	AS340305827
<b>Applicant Name:</b>	George Griebel
<b>Applicant Address:</b>	5284 Belding Rd. Belding, MI 48809
<b>Applicant Telephone #:</b>	(616) 835-2642
<b>Administrator:</b>	Kimberly Hoffman
<b>Name of Facility:</b>	K & G Corner AFC
<b>Facility Address:</b>	606 King St. Ionia, MI 48846
<b>Facility Telephone #:</b>	(616) 522-0183 11/20/2009
<b>Application Date:</b>	
<b>Capacity:</b>	5
<b>Program Type:</b>	MENTALLY ILL DEVELOPMENTALLY DISABLED AGED PHYSICALLY HANDICAPPED

## II. METHODOLOGY

11/20/2009	Enrollment
11/25/2009	Application Incomplete Letter Sent
12/08/2009	Contact - Document Received
01/08/2010	Application Incomplete Letter Sent
01/15/2010	Application Complete/On-site Needed
01/15/2010	Inspection Completed On-site
01/15/2010	Inspection Completed-BCAL Sub. Compliance
01/21/2010	Application Incomplete Letter Sent
01/26/2010	Contact - Document Sent confirming letter sent to George Griebel
02/24/2010	Contact - Document Received CAP from inspection on 01/15/2010
03/10/2010	Inspection Completed - Full Compliance
03/13/2010	Contact - Document Received document regarding training for prevention of communicable diseases

## III. DESCRIPTION OF FINDINGS & CONCLUSIONS

### A. Physical Description of Facility

This facility is a single-story brick home with a full finished basement and an enclosed sun room. The home is located in a residential neighborhood within the city limits of Ionia, Michigan. The entrance to the home is located on the west side of the home and opens to a foyer on the main level. After entering the facility, the foyer opens into the open living room and dining area. The kitchen is located off of the dining room and leads to the second entrance to the home. South of the living room is the hallway that leads to three resident bedrooms, a full bathroom, and an enclosed sun room. All of these areas are available for resident use and provide more than the required 35 square feet per resident. There is space for staff and visitor parking along the local street and in the front of the facility. The facility is not wheelchair accessible.

The resident bedrooms and living areas measured as follows:

Bedroom #1	8'9" x 14'8" = 128.275 square feet	One Resident
Bedroom #2	11'2" x 10'11" + 2' x 5' = 131.98 square feet	Two Residents
Bedroom #3	11' x 11' + 6'3" x 3'4" = 141.81 square feet	Two Residents
Living room	18' x 14' = 252 square feet	
Sun room	9' x 12' = 108 square feet	

The finished basement is the private residence for the live-in staff member and her minor son and is not available for resident use. The finished basement contains two separate sleeping areas, the hot water heater, and an enclosed room for the heat plant. There is a self-closing fire door separating the heat plant from the upstairs. The heat plant was last inspected by a licensed inspector on 02/19/2010. The facility utilizes an interconnected smoke alarm system with battery back-up. Smoke detectors were located in all sleeping areas, kitchen, basement, and the enclosed room with the heat plant and water heater. Fire extinguishers were located on the main level and in the basement.

The facility has public water and public sewage. Waste removal will occur on a weekly basis.

## **B. Program Description**

The facility will provide 24-hour supervision, protection, and personal care for five (5) male and female residents over the age of 40 years that are either aged, mentally ill, developmentally disabled, and/or physically handicapped. The program will include the opportunity to socialize with one another and staff members through card games, board games, arts and crafts, outdoor activities, and community outings. The applicant plans to utilize any community resources or day programs available to increase the independence of each resident and to enhance the quality of life.

George Griebel is the licensee for the facility and Kimberly Hoffman is the administrator and the live-in staff member for the facility. The facility is an existing AFC facility and Mr. Griebel will be leasing the building from its current owner. A copy of the lease agreement and permission to inspect the property is located in the facility file. Mr. Griebel has provided care, as an employee, to the residents in the facility for the past 10 months and prior to this cared for his aging father and managed his farm for many months prior to his application. His total experience caring for individuals that are either aged and/or mentally ill, developmentally disabled, or physically handicapped is more than one year. Mr. Griebel also provided documentation that he has completed the required training components and submitted a copy of his GED. Kimberly Hoffman is designated as the administrator for the facility. She has been working as an employee of the facility for the past two years, so she has ample experience working with people who are aged and/or mentally ill, developmentally disabled, or physically handicapped.

Ms. Hoffman has also completed all of the required trainings through the local CMH. A licensing record clearance request was completed on 11/23/2009 for George Griebel and on 12/08/2009 for Kimberly Hoffman. No criminal convictions were found for either individual. Current negative TB test results were also obtained for both Mr. Griebel and Ms. Hoffman and both submitted current medical clearance requests that cleared them to work with dependent adults.

This licensing consultant reviewed the personnel policies, job descriptions, admission/discharge policies, financial projections, staff files, paperwork required for resident files, and emergency plans with both the licensee and administrator. Both stated that they understood what paperwork was required for the facility, employee files, and for resident files. They both also stated familiarity with each resident's file and their specific needs because they have been working at the facility and interacting with the residents on a regular basis. As the administrator and live-in employee, Ms. Hoffman stated that she will be at the facility on a daily basis but will have scheduled hours off a few days each week. Mr. Griebel stated that he would visit and work at the facility on a regular basis in order to maintain a working knowledge of the residents and their needs.

The facility plans to have one live-in staff person, Kimberly Hoffman, to care for the five residents. The live-in staff person will have scheduled time off and fill-in staff will be hired to assist during those times. Staffing patterns will be adjusted based on the needs of the residents to ensure the proper safety, supervision, and care of the residents.

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

Compliance with the physical plant rules has been determined. All items cited for correction have been verified by visual inspection on 03/10/2010. Compliance with Quality of Care rules will be assessed during the period of temporary licensing via onsite inspections.

**IV. RECOMMENDATION**

I recommend issuance of a temporary license to this AFC small group facility with a capacity for five (5) residents.



03/26/2010

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Dawn N. Timm  
Licensing Consultant

Date

Approved By:



3/29/10

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Betsy Montgomery  
Area Manager

Date