



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



JENNIFER M. GRANHOLM  
GOVERNOR

ISMAEL AHMED  
DIRECTOR

August 4, 2010

Ira Combs, Jr.  
Christ Centered Homes, Inc.  
327 West Monroe Street  
Jackson, MI 49202

RE: Application #: AS380306690  
West Washington Home  
1913 W. Washington St.  
Jackson, MI 49201

Dear Bishop Ira Combs, Jr.,

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,

Mahtina Rubritius, Licensing Consultant  
Bureau of Children and Adult Licensing  
301 E. Louis Glick Hwy  
Jackson, MI 49201  
(517) 780-7138

Enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	AS380306690
<b>Applicant Name:</b>	Christ Centered Homes, Inc.
<b>Applicant Address:</b>	327 West Monroe Street Jackson, MI 49202
<b>Applicant Telephone #:</b>	(517) 788-9231
<b>Administrator/Licensee Designee:</b>	Ira Combs, Jr., Designee
<b>Name of Facility:</b>	West Washington Home
<b>Facility Address:</b>	1913 W. Washington St. Jackson, MI 49201
<b>Facility Telephone #:</b>	(517) 788-9231 02/09/2010
<b>Application Date:</b>	
<b>Capacity:</b>	6
<b>Program Type:</b>	DEVELOPMENTALLY DISABLED MENTALLY ILL

## **II. METHODOLOGY**

This investigation included a review of the application, forms, and supporting documents including but not limited to the following; corporate documents, property ownership and lease, organizational charts, processed licensing record and medical clearance, applicant financial reports, admission, discharge, refund policies, program statement, personnel policies and procedures, job descriptions, routine and emergency numbers, written emergency plan and emergency repair numbers, and on-site licensing inspections.

02/09/2010	Enrollment
02/09/2010	SC-Application Received - Original
05/26/2010	Inspection Completed-BCAL Sub. Compliance
05/26/2010	Application Complete/On-site Needed
06/30/2010	Inspection Completed-BCAL Full Compliance
08/03/2010	Contact-Face to face with Administrative staff at Corporate Office

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

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

#### **Environmental:**

The facility is a former "AIS-MR" licensed as Washington Home (AS380011315). It voluntarily closed on July 1, 2009.

The facility is located on the west side of the City of Jackson. The facility is a ranch style home built on a slab/crawl space. The main front entrance opens to a small foyer and corridors to the remainder of the facility. The front entrance to the facility off the facility driveway opens to a single occupancy bedroom.

The facility kitchen is located in the center of the facility. It contains all modern appliances including an automatic dishwasher and microwave oven. Off the kitchen are an informal dining area and an adjoining formal dining area. Also off the kitchen are a corridor to a ½ bathroom, a laundry room, and the entrance to an attached two car garage. The facility is wheelchair accessible. In addition, there is a small cement patio located at the rear of the facility.

Off the formal dining area is a corridor to the remainder of the facility bedrooms and two full bathrooms, all of which are wheel chair accessible.

The living areas of the facility are located and measure as follows:

<u>Location/Title</u>	<u>Dimensions</u>	<u>Square Footage</u>
Informal Dining Area	13'4" X 11' =	147 square feet
Formal Dining Area	15'8" X 11' =	172 square feet
Main Living Area/Room	18' X 13' =	234 square feet

The resident bedrooms are located and measure as follows:

<u>Location</u>	<u>Dimensions</u>	<u>Square Footage</u>	<u>Capacity</u>
North Bedroom (off driveway)	10'8" X 10'8" =	114 square feet	1
Northwest Corner Bedroom	13'10" X 12'6" =	173 square feet	2
South Bedroom	11'8" X 14'4" =	167 square feet	1
Southeast Corner Bedroom	11'4" X 15' =	170 square feet	2

### **Sanitation:**

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

The garbage service is provided by a private vendor and is removed weekly.

### **Fire Safety:**

The facility is protected by a hard-wired, interconnected smoke detection system. The system control panel is located in the laundry room.

The facility electric access panel is located in the facility garage, and all circuits are labeled. An electrical inspection was completed on June 18, 2010, and a copy of the inspection report is contained in the licensing record.

The facility is heated by a natural gas-fired forced air furnace. It has an incorporated central air conditioning system. The facility also has an electric hot water heater. The furnace was inspected by a contractor licensed for this purpose on June 18, 2010. A copy of the inspection report is contained in the licensing record.

## **B. Program Description**

### **Administrative Structure and Capability:**

The applicant is a Michigan Nonprofit Corporation, having been formally incorporated in June of 1989 and is located at 327 W. Monroe Street, Jackson, MI 49202. All required corporate documentation has been provided and reviewed. The corporation has a nine person board of directors, and Bishop Ira Combs Jr., is the Executive Director. The Corporation's Administrator and Licensee Designee is Bishop Ira Combs, Jr. The corporation receives funding through its contracts with the Department of Community

Health, and federal funding. A copy of the contract between Lifeways and Christ Centered Homes Inc. has been reviewed and placed in the licensing record. The corporation operates ten other adult foster care homes in the Jackson and surrounding counties.

### **Qualifications and Competencies:**

Bishop Ira Combs Jr. has a bachelor's degree and 20 years of experience working with developmentally disabled adults in the foster care setting. He also has experience in supervision and administration in the AFC field. Bishop Ira Combs Jr. is trained and competent in first aid, CPR, safety and fire prevention, prevention of communicable diseases, resident rights, nutrition, foster care as defined by the act, financial and administrative management, and knowledge of the needs of the population to be served. Management staff and direct care staff are required to complete training and be competent in first aid, CPR, reporting requirements, personal care, supervision and protection, resident rights, safety and fire prevention, and prevention and containment of communicable diseases. In addition, management staff and direct care staff must be suitable to meet the physical, emotional, intellectual, and social needs of each resident. Staff must also be capable of appropriately handling emergency situations. Most staff have previous experience working in an AFC home.

### **Program Information:**

West Washington Home is a proposed small group home (1-6). According to the admission policy, the population served will be individuals who have developmental disabilities and mental illness with physical disabilities and varying degrees of medical concerns. The facility will provide personal care, supervision, and protection. West Washington Home will also provide room and board for men and women who are 18 years of age and older, for 24 hours a day, 5 or more days a week, and for two or more consecutive weeks for compensation. The facility is equipped and arranged to serve individuals with physical handicaps and is wheelchair assessable.

West Washington Home direct care staff will assist with bathing, dressing, eating, and help with daily living activities. West Washington Home will also provide a variety of activities including but not limited to outings, off site day programming, TV, art projects and creative activities, and games.

West Washington Home direct care staff will prepare and provide three meals a day and two snacks. All meals will be based on the dietary needs of the resident.

Resident medications will be kept in a locked cabinet, which will be located in the kitchen. Medications will be administered by fully trained direct care staff.

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

West Washington Home has a van and provides transportation to doctor's appointments, and other community outings and activities.

### **Facility and Employee Records:**

The personnel policies, job descriptions, staff schedules, and standard procedures were provided and reviewed. The staff schedules will include a minimum of two fully trained staff during 1<sup>st</sup> & 2<sup>nd</sup> shifts, and one fully trained direct care staff during 3<sup>rd</sup> shift (depending on the needs of the residents).

Staff records were reviewed and were found to be in compliance.

The direct care staff original records will be kept at the corporate office; however, the copied files will be protected and kept at the facility.

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

The Corporation's representatives were provided with and reviewed the licensing rule book for Small Group Homes, Public Act 218, and Public Act 29.

The *good moral character* of each employee is assessed pursuant to the individual employee's response to certain questions pertaining to the conviction or arrest history as contained on the signed employee application. In addition, the applicant will conduct required employee clearance as required by Public Act 29.

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

This facility is in compliance with the physical plant rules, and compliance with Quality of Care rules will be assessed during the period of temporary licensing via an interim inspection.

#### IV. RECOMMENDATION

I recommend that a temporary license be issued to Christ Centered Homes, Inc. The terms of the license will enable West Washington Home to provide care for up to six mentally ill and/or developmentally disabled adults.

*Mahtina Rubritius*

08/03/2010

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Mahtina Rubritius  
Licensing Consultant

Date

Approved By:

*Gregory V. Corrigan*

08/04/2010

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Gregory V. Corrigan  
Area Manager

Date