



RICK SNYDER
GOVERNOR

State of Michigan
DEPARTMENT OF HUMAN SERVICES
BUREAU OF CHILDREN AND ADULT LICENSING



MAURA D. CORRIGAN
DIRECTOR

May 14, 2013

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

RE: Application #: AL630337056
Waterford Oaks Senior Care, Inc. West
3387 Pontiac Lake Road
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,

Felicia Townsend

Felicia Townsend, Licensing Consultant
Bureau of Children and Adult Licensing
4th Floor, Suite 4B
51111 Woodward Avenue
Pontiac, MI 48342
(248) 860-4298

Enclosure

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

I. IDENTIFYING INFORMATION

License #:	AL630337056
Applicant Name:	Waterford Oaks Senior Care Inc.
Applicant Address:	3385 Pontiac Lake Road Waterford, MI 48328
Applicant Telephone #:	(248) 390-6602
Administrator/Licensee Designee:	Trina Watson
Name of Facility:	Waterford Oaks Senior Care, Inc. West
Facility Address:	3387 Pontiac Lake Road Waterford, MI 48328
Facility Telephone #:	(248) 390-6602
Application Date:	10/04/2012
Capacity:	20
Program Type:	AGED

II. METHODOLOGY

10/04/2012	Enrollment
10/11/2012	Inspection Report Requested - Health Inv.1020812.
10/11/2012	Inspection Report Requested - Fire
10/11/2012	Contact - Document Sent Fire Safety Letter, Act & Rules.
10/11/2012	Application Incomplete Letter Sent FP/Trina.
10/18/2012	Contact - Telephone call received Richard, Oakland County Health Division regarding Plan Review, etc.
02/11/2013	Application Complete/On-site Needed
02/11/2013	File Transferred To Field Office Pontiac.
02/14/2013	Contact - Document Received Licensing file received from Central Office on 02/13/13.
02/25/2013	Application Incomplete Letter Sent
04/01/2013	Contact - Document Received EHI Report-A Rating.
04/01/2013	Contact - Document Sent EHI Report-A Rating.
04/03/2013	Inspection Completed-Env. Health: A
04/22/2013	Inspection Completed-BCAL Full Compliance
04/22/2013	Inspection Completed On-site

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

The Waterford Oaks Senior Care Inc. West is located at 3387 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 with the owner of record, ALB Enterprise. The lease began January 7, 2010 and is for 20 years. A copy of the lease was submitted by the licensee designee, Trina Watson and is contained in the home file along with permission to inspect the property.

Waterford Oaks Senior Care Inc. West is a large newly constructed spacious facility on one level. The outside of the home is constructed of brick and vinyl. An apartment complex is located behind the facility. The home is located on the same street as numerous businesses. Waterford Oaks Senior Care Inc. West 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. In the rear of the home is a patio, where residents can sit outside.

The facility has three common areas, a sitting room located at the front entrance, a social room and dining room. The facility has 20 private bedrooms each equipped with a half bath. The facility has two additional half baths, located off the main sitting area and another full bath.

The home has a salon which will be used for grooming the residents. The facility may have an independent hairdresser to come in and provide haircuts and hair styling services 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:

Each bedroom will have one resident capacity.

The measurements for the 10 bedrooms on the West side are as follows:

Bedroom 1 measured 13'5" x 10'11" = 143 sq. ft.

Bedroom 2 measured 12'2" x 10'11" = 120 sq. ft.

Bedroom 3 measured 12'2" x 10'11" = 120 sq. ft.

Bedroom 4 measured 12'2" x 10'11" = 120 sq. ft.

Bedroom 5 measured 12' x 12'2" = 144 sq. ft.

Bedroom 6 measured 11' 11"x 12'8" = 132 sq. ft.

Bedroom 7 measured 12'5" x 12'1" = 144 sq. ft.

Bedroom 8 measured 12'5" x 10'11" = 120 sq. ft.
Bedroom 9 measured 12'11" x 10'11" = 120 sq. ft.
Bedroom 10 measured 12'5" x 10'10" = 120 sq. ft.

The measurements for the 10 bedrooms on the East side are as follows:

Bedroom 11 measured 19'7" x 10'11" = 190 sq. ft.
Bedroom 12 measured 19'7" x 10'5" = 190 sq. ft.
Bedroom 13 measured 19'7" x 10'11" = 190 sq. ft.
Bedroom 14 measured 19'7" x 10'11" = 190 sq. ft.
Bedroom 15 measured 16'10" x 10'11" = 160 sq. ft.
Bedroom 16 measured 14'10" x 12'1" = 168 sq. ft.
Bedroom 17 measured 14'6" x 12'1" = 168 sq. ft.
Bedroom 18 measured 15'6" x 10'11" = 150 sq. ft.
Bedroom 19 measured 13'5" x 12'5" = 156 sq. ft.
Bedroom 20 measured 12'2" x 11'10" = 132 sq. ft.

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

The home has a social room that measures 22'7" x 17'4", equals 374 sq. feet, a dining area that measures 22'4" x 27'4" equals 484 sq. feet, a sitting room that measures 15' x 15'6" equals 225 square feet. The proposed capacity for the home is 20. The home has a total of 1083 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. Each bedroom has a half bath.

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 West has public water and sewage services. As part of the licensing process, the Oakland County Health Department conducted an Environmental Health inspection on March 20, 2013 and determined the facility to be in compliance with applicable rules. A Temporary Certificate of Occupancy was issued on 04/23/2013 from Waterford Township.

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 noncombustible material.

B. Fire Safety

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 Temporary Certificate of Occupancy issued on 04/23/2013 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.

C. Program Description

On October 8, 2012, the Bureau received a license application and application fee from Ms. Trina Watson the licensee designee of Waterford Oaks Senior Care Inc. West., 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 June 22, 2006. Trina Watson the resident agent of this corporation is seeking to operate a program for elderly men and women.

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.

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. These 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. West 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. Ms. Watson has been the Licensee Designee and administrator of Waterford Oaks Senior Care which is a licensed facility #AL630284310 since 10/12/2007. Ms. Watson has at least six years of experience working with the Aged population. I reviewed the information and she meets the qualifications for the administrator. Ms. Watson provided care to the Aged population at Auburn Heights Senior Care and Cascades Senior Living prior to becoming the Licensee Designee and administrator of Waterford Oaks Senior Care in 2007. A Record 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 dated 02/06/2013. 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.

Facility and Employee Records

I have reviewed the personnel policies contained in the administrative file at Waterford Oaks Senior Center Inc. West. I have determined that they do not conflict with statutory or administrative rule requirements. The job descriptions for Waterford Oaks Senior Center Inc. West 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.

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.

D. Rule/Statutory Violations

The applicant was in compliance with the licensing act and applicable administrative rules at the time of licensure.

IV. RECOMMENDATION

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

Felicia Townsend

05/14/2013

Felicia Townsend
Licensing Consultant

Date

Approved By:

Denise Y. Nunn

05/14/2013

Denise Y. Nunn
Area Manager

Date