



RICK SNYDER
GOVERNOR

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



MAURA D. CORRIGAN
DIRECTOR

March 4, 2014

Dornita Elder
Time of Refreshing LLC
27660 Vermont
Southfield, MI 48076

RE: Application #: AS630351269
Time of Refreshing LLC
21900 Concord
Southfield, MI 48076

Dear Ms. Elder:

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 and specialized certification with a maximum capacity of four (4) 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,

Edward Ewell, Licensing Consultant
Bureau of Children and Adult Licensing
4th Floor, Suite 4B
51111 Woodward Avenue
Pontiac, MI 48342

Enclosure

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

I. IDENTIFYING INFORMATION

License #:	AS630351269
Applicant Name:	Time of Refreshing LLC
Applicant Address:	27660 Vermont Southfield, MI 48076
Applicant Telephone #:	(313) 220-1117
Administrator/Licensee Designee:	Dornita Elder
Name of Facility:	Time of Refreshing LLC
Facility Address:	21900 Concord Southfield, MI 48076
Facility Telephone #:	(313) 220-1117
Application Date:	10/17/2013
Capacity:	4
Program Type:	MENTALLY ILL DEVELOPMENTALLY DISABLED AGED

II. METHODOLOGY

10/17/2013	Enrollment
11/04/2013	Application Incomplete Letter Sent FP&1326/Dornita.
11/04/2013	Contact - Document Sent Act & Rules.
11/14/2013	Application Complete/On-site Needed
11/14/2013	File Transferred To Field Office Pontiac.
11/18/2013	Contact - Document Received Received licensing file from Central Office.
11/26/2013	Application Incomplete Letter Sent
12/06/2013	Contact - Telephone call received Received a phone call from Dornita Elder, LD/Administrator who stated that the facility is ready for an inspection.
12/06/2013	Application Incomplete Letter Sent
12/06/2013	Application Incomplete Letter Sent
12/16/2013	Inspection Completed On-site
12/16/2013	Inspection Completed-BCAL Sub. Compliance
12/16/2013	SC-Application Received - Original
12/30/2013	Corrective Action Plan Received Applicant installed an 1¾ inch solid core fire door at the top of the stairs leading to the basement.
12/30/2013	Corrective Action Plan Approved
01/07/2014	Inspection Completed-BCAL Full Compliance
02/03/2014	SC-Recommend MI and DD

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

The facility is a one-story ranch home located in the City of Southfield, Michigan in Oakland County. The neighborhood is characterized with similar structures on large lots of land. The facility is located within one mile of the Telegraph/Twelve Mile Road shopping center where there are convenient neighborhood outlets and strip malls in the area. The home has three-bedrooms. In addition to the bedrooms, the home has a kitchen, dining room area and a large living room. Outside of the kitchen, these areas contain 426 square feet of multipurpose space to accommodate four residents. There are two bathrooms to accommodate the residents and staff. Both the hot water heater and furnace are located in the basement floor with adequate fire safety enclosure. A newly installed inch and three quarter solid core hard wood door with a self-closing device is located at the top of the stairs leading to the basement for adequate fire separation. There is a make-up air duct in the furnace room to prohibit combustion from occurring.

The bedrooms are designated as follows:

- Bedroom #1 contains 101 square feet and will accommodate one resident.
- Bedroom #2 contains 146 square feet and will accommodate two residents.
- Bedroom #3 contains 106 square feet and will accommodate one resident.

The facility is served by both public water and sewer systems thereby negating the need for an Environmental Health Inspection. During my initial on-site inspection of 12/16/2013, the water temperature measured 116 degrees Fahrenheit at the kitchen tap.

On 12/27/2013, I conducted a fire safety inspection and found the facility to be in full compliance with applicable Fire Safety Rules and Regulations. The home is equipped with an electrically powered interconnected hard-wired smoke detection system that is audible in all sleeping rooms with the doors closed. There are two approved fire extinguishers on the ground floor of the facility and one in the basement.

Zoning approval is not required for this facility as it meets the provisions of the Federal Fair Housing Amendments Acts.

B. Program Description

The facility licensee will be Time of Refreshing, LLC. This applicant has over 10 years of experience in providing specialized services to the developmentally disabled, mentally ill and aged populations. Their staff will provide assistance and supervision to the residents who are mentally ill and developmentally disabled. The applicant has submitted an application for certification to provide specialized programs under a contract with a Community Mental Health Authority. The applicant has submitted all of

the required documents for the licensure of a small group home including; Program Statement, Admission/Discharge Policy, Articles of Incorporation, Organization Chart, Licensing Record Clearances, Medical Clearances, proof of ownership and all required forms. The licensee designee/administrator will be Dornita Elder who is experienced in providing care to the populations to be served in the facility. All direct care staff will be qualified with experience, training and certified with CPR and First Aid. Each direct care staff will have an initial physical examination before hiring that will include a negative TB test. The organization will conduct police record checks and complete required fingerprinting on newly hired applicants before hiring to ascertain the good moral character of each direct care staff.

The facility will provide 24-hour supervision, assistance, protection and personal care to the residents once the facility is licensed. Room, board, basic care and assistance with the resident's activities of daily living will be provided as needed. There will be at least one staff person on duty at all times to care to the residents. All direct care staff will be required to undergo training that is relevant to the services that are needed by each resident. The residents will have the opportunity to enhance their functional capacity and participate in community-based activities.

At the final inspection of 12/27/2013, administrative rule requirements for maintaining facility records was discussed. I provided an in-service to the applicant pertaining to the Department's requirements for record keeping in an adult foster care small group home.

At the final inspection of 12/27/2013, the applicant was found to be in compliance with the Department's Administrative Rules and Regulations covering Quality of Care, Environmental Health and Fire Safety Rules.

IV. RECOMMENDATION

I recommend issuance of a temporary license to this AFC adult small group home located with the capacity of four (4) residents.

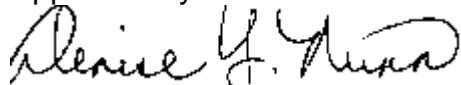


03/04/2014

Edward Ewell
Licensing Consultant

Date

Approved By:



03/04/2014

Denise Y. Nunn
Area Manager

Date